

# PROGRAMS and SERVICES

for Micro, Small and Medium Enterprises (MSMEs)



**ROVING ACADEMY**

*Gabay-negosyo sa pag-asenso*



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***PROGRAMS & SERVICES***  
***for MICRO, SMALL, AND MEDIUM***  
***ENTERPRISES (MSMEs)***

**2013 Edition**



## **PREFACE**

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This handbook is a compilation of programs and services of government agencies, private sector organizations, academic institutions, and micro, small and medium enterprise (MSME) organizations geared to promote, support, strengthen and encourage the growth and development of MSMEs. This handbook provides a brief description of each agency, its programs and services, as well as information on how to avail of its services.

The agencies are grouped according to the type of assistance provided to MSMEs: technology intervention, product development, market development, entrepreneurship and human resource development training, and institutional development. Also featured are government agencies exercising regulatory functions.

Directories business assistance centers (BACs), chambers of commerce, regional and provincial offices of the Department of Trade and Industry, economic zones, foreign trade service corps, government financing institutions, and trade associations are also provided.



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## **MICRO, SMALL AND MEDIUM ENTERPRISE DEVELOPMENT (MSMED) COUNCIL**

### **Department of Trade and Industry (DTI)**

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The Micro, Small and Medium Enterprise Development (MSMED) Council is an interagency body established on January 24, 1991 by virtue of Republic Act No. 6977 (as amended by RA 8289 on May 6, 1997, and by RA 9501 on May 23, 2008, and further amended by RA 10644 on July 14, 2014), otherwise known as the “Magna Carta for Micro, Small and Medium Enterprises”.

The Council is responsible for the promotion, growth, and development of MSMEs in the country by facilitating and closely coordinating national efforts in MSME development. It is attached to the DTI and is composed of the following:

#### **Chairman:**

Secretary of Trade and Industry

#### **Members:**

Secretary of Agriculture  
Secretary of the Interior and Local Government  
Chairman of Small Business Corporation  
Three (3) representatives from the MSME sector to represent Luzon, Visayas and Mindanao with at least one (1) representative from the microenterprise sector  
One (1) representative from the women sector designated by the Philippine Commission on Women  
One (1) representative from the youth sector designated by the National Youth Commission

#### **Advisory Unit:**

The Secretary of Science and Technology  
The Governor of the Bangko Sentral ng Pilipinas  
The President of the Land Bank of the Philippines  
The President of the Development Bank of the Philippines

The Director General of the National Economic and Development Authority

One (1) representative from the labor sector, to be nominated by accredited labor groups

A representative from the private banking sector to serve alternatively between the chamber of thrift banks, and the Rural Banker's Association of the Philippines (RBAP)

A representative of the microfinance nongovernment organizations

A representative of the University of the Philippines-Institute for Small Scale Industries (UP-ISSI)

The President of the Credit Information Corporation.

Republic Act 10644, otherwise known as the “Go Negosyo Act”, expanded the Council to include an Advisory Unit which will serve as consultants for the Council members in its regular meetings.

The Bureau of Small and Medium Enterprise Development (BSMED) of the DTI is designated to act as the Council Secretariat.

### **Powers and Functions:**

- To help establish the needed environment and opportunities conducive to the growth and development of the MSME sector;
- To recommend to the President and the Congress all policy matters affecting MSMEs;
- To coordinate and integrate various government and private sector activities relating to MSME development;
- To review existing policies of government agencies that would affect the growth and development of MSMEs and recommend changes to the President and Congress through the Committee on Economic Affairs of the Senate and the Committee on Small Business and Entrepreneurship Development of the House of Representatives, whenever deemed necessary. This shall include efforts to simplify rules and regulations, as well as review of the applicability and relevance of procedural and documentary requirements in the registration, financing and other activities relevant to MSMEs the result shall be included in the annual report to be submitted to Congress;
- To monitor and determine the progress of various agencies geared towards the development of the sector. This shall include overseeing,

in coordination with local government units and the Department of the Interior and Local Government as well as private sector groups/associations, the development among MSMEs;

- To promulgate implementing guidelines, programs and operating principles as may be deemed proper and necessary in the light of government policies and objectives of the Act;
- To formulate a six-year MSMED Plan in consultation with the private sector to be integrated into the Medium Term Philippine Development Plan;
- To provide the appropriate policy and coordinative framework in assisting relevant government agencies, in coordination with the NEDA and the Coordinating Council for the Philippine Assistance Program, as may be necessary, in the tapping of local and foreign funds for MSME development; and,
- To promote the productivity and viability of MSMEs by way of directing and/or assisting relevant government agencies and institutions at the national, regional, and provincial levels.

For more information on the programs/projects of the Council, write or call the MSMED Council Secretariat.

## **DEPARTMENT OF TRADE AND INDUSTRY (DTI)**

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The Department of Trade and Industry (DTI) is responsible for realizing the country's goal of globally competitive and innovative industry and services sector that contribute to inclusive growth and employment generation.

Pursuant to Philippine Development Plan (PDP) 2011-2016, the DTI shall endeavor to improve the business environment, increase productivity and efficiency, and enhance consumer welfare. By 2016, the following would have been achieved:

### *Goal 1*

Improve country's competitiveness. Land in the top one-third ranking (for country's competitive environment for the firms) in major international surveys

### *Goal 2*

Generate 4.6M employment from industry and services sector, 2M of which shall come from MSME sector

### *Goal 3*

Increase the level of awareness of consumers on their rights and responsibilities from 50% to 80%

To attain the abovementioned goals, the DTI needs to expand exports, increase investments, develop and promote MSMEs, and enhance consumer welfare and protection. These should be accomplished by the following major final outputs (MFOs):

MFO 1: Trade and Industry Policy Formulation Services

MFO 2: Trade and Investment Promotion Services

MFO 3: Technical Advisory Services

MFO 4: Consumer Protection Services

MFO 5: Business Regulation Services

In sharing President Benigno S. Aquino III's aspirations, the DTI commits to effect good governance by delivering public service that is predictable, participatory, accountable, efficient, transparent, and honest.

The DTI has six major functional groups composed of bureaus that provide support to DTI's line agencies and are involved in line operations, which deliver business and consumer services directly to the stakeholders and the public. These functional groups are:

1. **Office of the Secretary (OSEC)** provides full support and efficient coordination of information to the DTI Secretary and among the functional groups of the Department.

**Offices:**

- Internal Audit Service (IAS)
- Resource Generation and Management Service (RGMS)
- Intellectual Property Office (IP Philippines)
- National Development Company (NDC)
- Philippine Economic Zone Authority (PEZA)

2. **Industry Development Group (IDG)** is in-charge of investment promotion in activities critical to the DTI's trade and industry development program.

**Offices:**

- Bureau of International Trade Relations (BITR)
- Bureau of Import services (BIS)
- Competitiveness Bureau (CB)
  - National Competitiveness Council (NCC)
- Board of Investments (BOI)
- Sector Planning Bureau (SPB)
  - E-Commerce Office (ECO)

3. **Industry Promotions Group (IPG)** promotes domestic and international trade and commerce.

**Offices:**

- Bureau of Domestic Trade Promotion (BDTP)
- Export Marketing Bureau (EMB)
  - Export Development Council
- Center for International Trade Expositions and Missions (CITEM)
  - Garments and Textile Industry Development Office (GTIDO)
- Design Center of the Philippines (DCP)

- Philippine Trade Training Center (PTTC)
- Philippine International Trading Corporation (PITC)
- Foreign Trade Service Corps (FTSC)

4. **Consumer Protection Group (CPG)** is in-charge of the enforcement of laws to protect consumers, consumer education and formation of consumer groups.

**Offices:**

- Bureau of Philippine Standards (BPS)
- Consumer Protection and Advocacy Bureau (CPAB)
  - National Price Coordinating Council (NPCC)
- Fair Trade Enforcement Bureau (FTEB)
- Philippine Accreditation Bureau (PAB)
- Construction Industry Authority of the Philippines (CIAP)
- Construction Manpower Development Foundation (CMDf)

5. **Regional Operations Group (ROG)** is responsible for the field operations of the DTI in the regions and provinces.

**Offices:**

- Bureau of Small and Medium Enterprise Development (BSMED)
  - Micro, Small and Medium Enterprise Development (MSMED) Council
- Small Business Corporation (SB Corp.)
- Comprehensive Agrarian Reform Program (CARP)
- 16 Regional Offices and 74 Provincial/City/Area Offices

6. **Management Services Group (MSG)** delivers effective, adequate, and timely services to clients in the shortest possible time at the least cost. It also provides industry policies and coordinates and monitors the implementation of the operating plans and programs of the agenda.

**Offices:**

- General Administrative Service (GAS)
- Financial Management Service (FMS)
- Human Resource and Administrative Service (HRAS)
- Information Systems Management Service (ISMS)
- Corporate Planning Service (CORPLAN)
- Legal Service (LS)
- Knowledge management & Information Service (KMIS)

## DTI's Special Programs and Projects

### 1. Philippine Business Registry (PBR)

The PBR is a government-initiated project that integrates the services of all agencies involved in business registration, such as the DTI, Securities and Exchange Commission (SEC), Bureau of Internal Revenue (BIR), Social Security System (SSS), Pag-IBIG Fund, PhilHealth, local government units (LGUs), and other permit/license-issuing agencies to facilitate business registration. It allows applicants to get any one or any combination or all of the following business registration at a single location within 30 minutes:

Agency	Information/Data
DTI*	Business Name Certificate Number
BIR*	Taxpayer Identification Number
SSS	Employer's Registration Number
PhilHealth	Employer's Registration Number
Pag-IBIG	Employer's ID Number

*\*Not applicable if registering through the SEC. The Company Name and the BIR TIN shall be provided to the partnership or corporation upon registration with the SEC.*

PBR is a teller-assisted service. For sole proprietorship, applicants can go to a nearest DTI Office and look for the PBR tellers to avail of such service. For SEC-registered companies, authorized representatives who already got a copy of their company's SEC Registration Certificate can proceed to the PBR Kiosk at the SEC Head Office, Mandaluyong City.

### 2. Certified Establishment (CE)

The CE Program aims to give due recognition to establishments that uphold the rights of consumers and practice responsible business where consumers indeed get value for money. It encourages the setting up of a sustainable Consumer Welfare Desk (CWD) or a DTI recognized customer service counter that will provide information to consumers and serves as mechanism for speedy resolution of consumer complaint.

#### **Objectives**

The DTI-CE Program aims to promote and foster the highest level of



business ethics and uphold a fair and honest marketplace through voluntary self-regulation and service excellence.

### **Target Participants**

All business establishments nationwide, which fall under the following categories:

- Category I - Supermarkets
- Category II - Department Stores and Specialty Stores
- Category III - Appliance Centers
- Category IV - Hardware Stores
- Category V - Service and Repair Shops

### **Scope**

All retail establishments, Supermarkets, Department Stores, Appliance Centers, Hardware Stores, and DTI-accredited service and repair shops may apply for certification.

## **3. Global Marketing and Intelligence System (GMIS)**

The GMIS is an operating system involving all the bureaus/agencies under the Industry Promotions Group (IPG) of the DTI. GMIS mandates the formation of Eight (8) Global Marketing and Intelligence Teams (GMTs) that will work together toward region-specific goals. The GMTs aim to be inclusive and will collaborate with other agencies to promote exports, investments, and tourism on a one-country team approach.

### **Major Tasks**

- Export Promotion
- Investment Promotion
- Commercial Intelligence
- Tourism Promotion

## **4. Shared Service Facilities (SSFs)**

This project entails the setting up of common service facilities or production centers for certain processes to give MSMEs access to better technology and more sophisticated equipment to accelerate their bid for competitiveness and help them graduate to a next level where they could tap a better and wider market and be integrated in the global supply chain.

The project will be implemented with the cooperation of DOST, the academe, the LGUs and private organizations.

## **BUREAU OF SMALL AND MEDIUM ENTERPRISE DEVELOPMENT (BSMED)**

### **Department of Trade and Industry (DTI)**

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The Bureau of Small and Medium Enterprise Development (BSMED) is mandated to develop and promote MSMEs in the country by advocating policies, programs, and projects addressing the specific needs of MSMEs in the areas of market access, human resource development, and technology upgrading.

It is also mandated to formulate and monitor development programs both for private institutions involved in assisting the trade and industry sector, delivery mechanisms and linkages for MSMEs.

### **Programs and Services:**

#### **1. Policy Review/Advocacy**

The BSMED, in its capacity as the MSMED Council Secretariat, provides technical support to the Council. As such, the Bureau reviews and prepares position papers concerning policies and issues affecting the growth and development of MSMEs in the areas of investment, trade, financing, technology, structural reforms, and regional development.

The Bureau monitors the implementation of laws affecting MSMEs such as:

- **Republic Act No. 6977: Magna Carta for Small Enterprises** (as amended by RA 8289, and by RA 9501, and further amended by RA 10644)

To set the legal and policy framework for MSME development, Republic Act No. 6977 or the Magna Carta for Small Enterprises was enacted on January 29, 1991. This was amended by RA 8289 on May 6, 1997 and further amended by RA 9501 on May 23, 2008, otherwise known as the “Magna Carta for Micro, Small and Medium

Enterprises”. This law mandates the government to help MSMEs by creating a conducive business environment; improving access to financing; providing adequate business support; providing training on entrepreneurship and worker skills; providing linkages between MSMEs and large firms; and working in partnership with the private sector.

**Major provisions of the law:**

- o **Creation of the Micro, Small and Medium Enterprise Development (MSMED) Council**

The Council is the primary agency responsible for the promotion, growth and development of MSMEs in the country by facilitating and closely coordinating national efforts toward this end.

- o **Creation of the Small Business Guarantee and Finance Corporation (SB Corp.)**

The SB Corp. is charged with the primary responsibility of implementing comprehensive policies and programs to assist MSMEs in all areas, including but not limited to finance and information services, training and marketing.

- o **Mandatory Allocation of Credit Resources to Micro, Small and Medium Enterprises**

For the period of ten (10) years from the date of the effectivity of the amendatory Act, all lending institutions as defined under Bangko Sentral ng Pilipinas (BSP) rules, whether public or private, shall set aside at least eight percent (8%) for micro and small enterprises and at least two percent (2%) for medium enterprises of their total loan portfolio based on their balance sheet as of the end of the previous quarter, and make it available for MSME credit.

- o **Preparation of the Micro, small and Medium Enterprises Development Plan**

The President shall approve a six-year micro, small and medium enterprises development plan prepared by the Department of Trade and Industry (DTI) which shall form part of the Medium Term Philippine Development Plan (MTPDP).

- o **Micro, Small and Medium Enterprise Week**

In order to institute continuing awareness of the primacy of small business in nation-building and in people empowerment,

and to celebrate and espouse the firm commitment of the State in the promotion, growth and development of small business, the second week of July of every year shall be declared as the “Micro, Small and Medium Enterprise Development Week”. The MSMED Council and the SB Corp. shall be jointly responsible in organizing activities for the event.

- o **Presidential Awards for Outstanding MSME**  
Presidential awards for outstanding MSMEs and good MSME practices, consisting of rewards in cash or in kind shall be granted to one hundred percent (100%) Filipino-owned companies and development partners during the MSME Development Week.
- **Republic Act No. 9178: Barangay Micro Business Enterprises (BMBEs) Act of 2002**

Republic Act No. 9178, otherwise known as the “Barangay Micro Business Enterprises (BMBEs) Act of 2002”, was enacted to encourage the formation and growth of BMBEs by granting them incentives and other benefits.

A BMBE is defined as any business enterprise engaged in production, processing or manufacturing of products, including agro-processing, as well as trading and services, with total assets of not more than P3 million. Such assets shall include those arising from loans but not the land on which the plant and equipment are located.

**Incentives of BMBEs under the Act:**

- o Income tax exemption from income arising from the operations of the enterprise
- o Exemption from the coverage of the Minimum Wage Law (BMBE employees will still receive the same social security and health care benefits as other employees)
- o Priority to a special credit window set up specifically for the financing requirements of BMBEs
- o Technology transfer, production and management training, and marketing assistance programs for BMBE beneficiaries

- **Republic Act No. 10644: Go Negosyo Act**

The Go Negosyo Act was enacted with the intent to promote job generation and inclusive growth through the development of MSMEs. This Act mandates for the establishment of Negosyo Centers in all provinces, cities and municipalities which will serve as one-stop shops for MSME needs through the following functions:

- **Business Registration Assistance**
  - Accept and facilitate all registration application of MSMEs, including application for BMBE
  - Coordinate with the respective local government units (LGUs) and liaise with concerned government agencies to process the duly accomplished forms submitted by the MSMEs
  - Implement a unified business registration process preferably through automated systems such as the Philippine Business Registry
- **Business Advisory Services**
  - Assist MSMEs in meeting regulatory requirements to start and sustain the business
  - Build local support networks and establish market linkages for MSME development through the MSMED Council and DTI
  - Facilitate access to grants and other forms of financial assistance, shared service facilities and equipment, and other support for MSMEs through national government agencies (NGAs)
  - Ensure management guidance, assistance and improvement of the working conditions of MSMEs
  - Co-organize with the local chambers of commerce, other business organizations and government agencies, a mentoring program for prospective and current entrepreneurs and investors
  - Conduct other programs or projects for entrepreneurial development in the country aligned with the MSME development plan
- **Business Information and Advocacy**
  - Provide information and services in training, financing, marketing and other areas as may be required by MSMEs
  - Establish and maintain a databank which will support business information requirements of MSMEs
  - Promote ease of doing business and access to services for MSMEs within its jurisdiction
  - Support private sector activities relating to MSME development

- Encourage government institutions that are related to the business application process to help promulgate information regarding the Negosyo Center
- Coordinate with schools and related organizations on the development of youth entrepreneurship program
- Encourage women entrepreneurship through access to information, training, credit facilities and other forms of assistance
- **Monitoring and Evaluation**
  - Monitor and recommend business-process improvements for MSMEs
  - Establish a feedback mechanism among the MSMEs in the respective jurisdiction of Negosyo Centers

## **2. MSME Development Programs**

- **MSME Development Plan 2011-2016**

The BSMED coordinates, monitors, and evaluates the implementation of the activities under the MSME Development (MSMED) Plan.

The Plan aims to address the key challenges and constraints that continue to prevent the MSME sector from realizing its full potential and boosting the country's industrial growth. To achieve this, the Plan lays out the overall framework to guide the formulation of action plans towards a more harmonized approach to MSME development. It envisions the implementation of measures to create an enabling business environment and provide government support not only to improve MSME access to finance and expand market access but also to strengthen MSME productivity and competitiveness and their linkage with large enterprises and value chain networks.

- **Negosyo Centers**

The BSMED provides policy direction and program support to SME Centers, which are “one-stop shops” that provide information, advisory, and consulting services in the following areas: productivity improvement, technology upgrading, market information, product and market development, trade promotion, financing, and entrepreneurial development.

- **SME Roving Academy**

This is a learning program designed to promote entrepreneurship and raise the competitiveness of MSMEs nationwide. Continuous capacity building activities will be implemented in all regions in partnership with LGUs, academe, trade and industry associations, chambers of commerce, financial institutions, and government and non-government organizations.

- **Shared Service Facilities (SSF)**

This project entails the setting up of common service facilities or production centers for certain processes to give MSMEs access to better technology and more sophisticated equipment to accelerate their bid for competitiveness and help them graduate to a next level where they could tap a better and wider market and be integrated in the global supply chain.

The project will be implemented with the cooperation of DOST, the academe, the LGUs and private organizations.

- **Development Partner Programs**

The BSMED proposes, coordinates, and renders technical support in the implementation of assistance programs extended by various donor agencies. These programs are aimed at complementing DTI's own efforts at promoting the growth and development of MSMEs.

### **3. Information Dissemination**

- **Information Materials**

The BSMED gathers, prepares, publishes, and disseminates information materials that are relevant to the various needs of MSMEs. These materials include handbooks on programs and services rendered by government/private entities to assist MSMEs, primers on starting a small enterprise, and various legislations on MSMEs.

#### **Who may avail of these services:**

MSMEs, the academe, professionals, government agencies, and financial institutions

#### **How to avail of these services:**

Visit, call, write or e-mail BSMED.

# **Technology/ Production**



**ADVANCED SCIENCE AND TECHNOLOGY INSTITUTE (ASTI)**  
**Department of Science and Technology (DOST)**

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The Advanced Science and Technology Institute (ASTI) is mandated to perform the following functions: scientific research and development in the advanced fields of Information and Communication Technology and Microelectronics; undertake long-term researches to strengthen and modernize science and technology infrastructure; conduct research and development work in the advanced fields of studies including biotechnology and microelectronics; and complement the overall endeavor in the scientific field with intensive activities in the computer and information technologies.

**Programs and Services:**

**1. Research and Development (R&D) Programs**

In line with the national development effort, ASTI is currently undertaking projects under three (3) program thrusts:

- **Information and Communication Technologies Program**

Aims to adopt, adapt and/or develop strategic and R&D activities in the areas of information and communication technologies

Components:

- **Advanced Network Research**

The Advanced Network Research component seeks to develop competency in advanced networking technology, services, applications, and architecture; establish a national research and education network; develop, deploy, adapt, and adopt strategic networking technologies, services and applications.

- **Wireless Technologies**  
The Wireless Technologies component aims to develop capability in fundamental design and implementation of industrial grade modules of wireless communications systems to a skill level that is able to produce world-class innovative wireless technologies.
- **Network Applications and Software**  
The Network Applications and Software component aims to develop expertise in software development in network applications to be able to produce marketable software and firmware products. ICT research activities shall focus on the following specific areas: Open Source Computing, IP Network Technology, Grid Computing, Wireless Technology, and Advanced Technology Center.
- **Microelectronics Program**  
Seeks to develop a state-of-the-art microelectronics design facility where one can do quality R&D work and cultivate a skilled workforce adept in Integrated Circuit (IC) Design through training and exposure to actual design work.  
Components:
  - Digital, RF, Analog and Mixed-Signal Microelectronics R&D
  - Printed Circuit Board Laboratory
  - ASTI-VCTI Open Laboratory
- **Technology Transfer Program**  
Pursues dynamic assimilation of research results by industry, academe, NGOs and government instrumentality. It aims to transfer R&D outputs and advanced knowhow through:
  - Technology diffusion/commercialization
  - Collaborative R&D
  - Conduct of training and seminars
  - Industry studies

## 2. Services

- **Digital Library System**

The digital content system is capable of handling digitized documents. Documents that can be easily uploaded and stored include conference proceedings, journals, theses, dissertations, and other publications, even audio and video files of trainings, seminars and workshops.

- **Digital Content System**

A free online library which directs users to exemplary resources for science, technology, engineering, and mathematics (STEM) education and research.

- **Virtual Classroom**

This functions like classroom yet only over IP. Courses are offered on-line and modules are uploaded and made accessible to intended internet portals. This learning platform has now been adopted by many as a form of distance learning. This kind of system offers a great advantage in terms of availability of school at all times. Education in the virtual sense! Modules, trainings and other educational activities are made accessible in just a click making it all so easy for students of VClass to make use of the resources available on the internet, plus all the other IP based applications offered.

- **Access Grid**

The Access Grid (AG) may be thought of as a prototype for the "next generation video conferencing". The implementation of this technology is to support productive meetings between remote participants that are as effective as face-to-face meetings - all using commodity hardware. Access Grid is an ensemble of resources including multimedia large-format displays, presentation and interactive environments, and interfaces to Grid middleware and to visualization environments. It aims to enable group-to-group interaction and collaboration by connecting people and teams via the grid. AG goes beyond teleconferencing and improves the user experience by providing a sense of presence and supporting natural interaction modalities. Moreover, the design and implementation of the AG leverages on open-source tools and it enables complex

multisite visual and collaborative experiences via integrating high-end visualization environment.

- **Webhosting**

This allows individuals and organizations to host their own website, and users with online systems for storing information, images, video, or other content accessible via the World Wide Web. ASTI-PREGINET provides this service to State Universities and Colleges, Government organizations, and Research Institutions.

- **.gov.ph Domain Delegation**

ASTI is incharge of delegating .gov.ph domains. The service is currently still free. To register for a .gov.ph domain, please access. <http://dns.gov.ph>

**Who may avail of these services:**

Academe, research institutions, industries, government agencies, and entrepreneurs

**BUREAU OF ANIMAL INDUSTRY (BAI)**  
**Department of Agriculture (DA)**

Visayas Avenue, Diliman, Quezon City

Phone: (+63 2) 926.6883

Telefax: (+63 2) 927.0971

Fax: (+63 2) 928.2429

[www.bai.da.gov.ph](http://www.bai.da.gov.ph)

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The Bureau of Animal Industry (BAI) is mandated to:

- (1) Investigate, study and report upon the condition of the domestic animals in the Philippines, their improved methods of reproduction and care, inquire into and report the causes of dangerous communicable diseases among them, and the means for the prevention and cure of the same;
- (2) Formulate long and short-range programs for the development and expansion of the livestock, poultry and dairy industries to meet the protein requirements of the growing populace;
- (3) Recommend the specific policies and procedures governing the flow of livestock products through the various stages of marketing, as well as proper preservation and inspection of such products;
- (4) Coordinate and monitor the activities and projects relating to livestock and allied industries;
- (5) Prescribe standards for quality in the manufacture, importation, labeling, advertising, distribution and sale of livestock, poultry and allied industries; and,
- (6) Recommend plans, programs, policies, rules and regulations to the Secretary and provide technical assistance in the implementation of the same.

**Functions**

- **Animal Feeds Standard**  
Regulation of animal feeds, feed ingredients and veterinary drugs/products
- **Animal Health**  
Prevent, control, contain and eradicate communicable animal disease; regulate the flow of animal and animal products
- **Animal Welfare**  
Ensure the effective and efficient implementation and advocacy

of the Animal Welfare Act of 1998 and its implementing rules and regulations

- **Laboratory Services**  
Provide laboratory support to other divisions through production of biologics and pharmaceuticals, quality control testing, feeds and feed stuff analyses and drug assay
- **Livestock Development**  
Formulate long and short-term programs on production, acquisition, distribution and marketing of improved breeds of livestock
- **Marketing Development**  
Recommend plans, programs, policies, rules and regulations regarding marketing development, marketing information and provide technical assistance in the implementation of the same
- **Research Development**  
Conduct research on animal health, breeding, nutrition, production and management as well as the processing and utilization of feeds, forage and pasture resources Stud Book Animal Registry Registration of racehorses, inspection of race track and upgrading of stocks at stud farm
- **National Veterinary Quarantine Services**  
Regulation of the movement of animals and animal products through the issuance of Veterinary Quarantine Clearance and other permits
- **Philippine Animal Health Center**  
Provide diagnostic laboratory services and conduct animal health researches and disease surveillance
- **Animal Products Development**  
Conduct researches, training and seminar on animal products and by-products processing and utilization
- **National Artificial Breeding Center**  
Strengthen the National Artificial Breeding Program by collecting, processing and distributing high quality semen. National Genetic Resources Improvement Program Develop and improve livestock nucleus centers to produce

## **Programs and Services:**

### **1. Animal Health Division**

- Promotes animal health and welfare in conjunction with
- public health at the national level;
- Adopts measures that would prevent the entry of exotic communicable disease into the country consistent with international standard, statutes, agreements, protocol set for inter-country and intra-regional cooperation;
- Prevents, control, containment and eradication of communicable animal diseases;
- Constitutes quarantine inspection system relative to inter-regional and international movement of animals, animal products including documentation and issuance of permit and commodity clearance relation thereto; and,
- Establishes workable disease investigation, surveillance, reporting and appraisal in animal disease intelligence network including uniform collation and economic evaluation of data and information of disease occurrences.

### **2. Animal Feeds Standards Division**

- Establish a set of rules, regulations and standards that are animal friendly and consumer friendly and to advocate responsible nutrition and rational drug use through outreach programs;
- Strengthen and ensure that all regulations related to animal feeds and veterinary drugs and products are implemented and complied with;
- Address food safety and health risks associated with animal feeds and veterinary drugs;
- Campaign for the registration and licensing of all animal feeds and veterinary drugs and products; and,
- Against banned, counterfeit, substandard and unregistered products and establishment through regular and spot inspection of/visits to feeds/veterinary drug and product (VDAP) establishments as well as farms in the National Capital Region and all over the country through deputized DA-RFU Deputized Feed /VDAP Control Officers.

### **3. Animal Welfare Division**

- Enforce the rules and regulations formulated by the National Committee on Animal Welfare and approved by the Secretary of Agriculture to implement RA 8485;
- Establish an inspection and monitoring system to ensure effective implementation of RA 8485;
- Establish and maintain a database surveillance and management information system on animal welfare in the country;
- Undertake research and surveys to support registration, inspection and monitoring system; levy and collect fees for registration, inspection and monitoring system;
- Deputize personnel from the regional field units, local government units, and certain veterinary professionals to assist in the implementation of the Act;
- Act as the Secretariat of the Committee on Animal Welfare; and,
- Prepare the terms of reference (TOR), workplan and budget for approval and financing by the Secretary.

### **4. Livestock Development Division**

- Formulates, designs, develops, disseminates, evaluates and coordinates genetic conservation, utilization and improvement programs, projects and activities geared at developing and improving the quality and quantity of livestock and poultry in the country;
- Establishes model breeding facilities for propagating and expanding elite gene pool, and develop husbandry and technical expertise for distribution of superior / improved genetic material-animals, semen and embryos;
- Represents the country in the World's Animal Genetic Resource Program;
- Designs and closely coordinates with other livestock agencies such as LDC and the livestock and poultry organizations, associations and groups in establishing breed registration, accreditation, and genetic and performance recording system;
- Initiates, develops and packages on a model basis approach business livestock and poultry enterprises; and,
- Establishes, promotes and advocates joint-ventures and partnerships in the development of the livestock and poultry Industry.



## **5. Laboratory Services Division**

- Formulates plans and programs on laboratory diagnosis of animal disease; epidemiology investigations and survey of disease outbreaks; standardization and quality control of locally produced and imported veterinary biologics; production of veterinary biologics and veterinary pharmaceuticals; chemical analysis of animal feed and feed stuff; production of laboratory animals; and, veterinary drug assay.
- Prescribing policies, guidelines, standard and criteria on establishment of veterinary diagnostic and biological production laboratories, procedures and methodologies in the manufacture/production of veterinary biologics; pharmaceuticals and diagnostic antigens; test procedures for quality control testing of veterinary biologics and pharmaceuticals; test procedures for chemical analysis of animal feeds and feedstuffs, veterinary biologics (moisture content only) and organs, tissue and body fluids (for toxicity test); and, test procedures for veterinary drug assay.
- Undertakes the following tasks: laboratory diagnosis of animal diseases by actual examination and testing of tissues, organs, body fluids, and other clinical samples; production of veterinary biological and pharmaceutical preparations; breeding of laboratory test animals; quality control test of locally manufactured and imported veterinary biologics; chemical analysis and physical evaluation of animal feed, feed ingredient and feeding stuff; assay and evaluation of veterinary drugs; accreditation of diagnostic, biological production and feed laboratories; and, issuance of registration certificates and licenses.
- Advises policy makers on matters pertaining to animal disease detections, diagnostic and other related subjects; and render technical support, expert advice and opinion to negotiators or participates in the negotiation of internal treaties and agreement involving animal disease detection, veterinary biologics importation, international trading distribution and other related subjects.

## **6. Marketing Development Division**

- Marketing Information Services
- Regulatory Services
- Socio-economic and Marketing Research Services
- Marketing Support/Linkaging Services
- Market Infrastructure and/or Post-Harvest Dev't Services
- Policy Formulation and Plans/Programs Dev't Services

## **7. Research Division**

- Conducts researches on animal health, breeding, production and management, processing and utilization of feed, forage and pasture resources for the development of the country's livestock industry;
- Coordinate with the Bureau of Agricultural Research (BAR) and the Philippine Council for Agriculture, Forestry and Natural Resources Research and Development (PCARRD) in determining priority research areas needed for the development of the livestock and poultry industry;
- Institutionalize linkages with RFU, SCUs, LGUs, NGOs and other government institutions to address technological needs for the improvement of the livestock industry.
- Conducts trainings and seminars on livestock and poultry technologies to commercial and smallhold raisers.

## **8. National Veterinary Quarantine Services**

- Adopts before and at departure, transit, and arrival animal health measures and quarantine inspection system to prevent entry of exotic and communicable disease into the country consistent with international standards and protocols governing inter-country and inter-regional cooperation;
- Sets up, maintains and operates animal quarantine checkpoints, border posts/stations at airports and seaports and other strategic places relative to domestic and international movement, quarantine and eradication of animals, animal products, animal by-products, animal effects, animal feeds, veterinary drugs/products and biologics including documentation and issuance of permits, certificates, and commodity clearances relative to quarantine;

- Formulates and implements programs, plans, policies, rules and regulations pertaining to domestic and international movement, quarantine and eradication of animals and animal products and by-products, animal effects, animal feeds, veterinary drugs/products and biologics to prevent the entry and control the spread of animal diseases;

**Who may avail of these services:**

Livestock and poultry raisers, farmers, and agricultural entrepreneurs, meat processors and other interested individuals

## **BUREAU OF FISHERIES AND AQUATIC RESOURCES (BFAR)**

### **Department of Agriculture (DA)**

3<sup>rd</sup> Floor, Philippine Coconut Authority (PCA) Building

Elliptical Road, Diliman, Quezon City

Phone: (+63 2) 929.9597 ♦ 929.8074

Fax: (+63 2) 455.6801

Email: [info@bfar.da.gov.ph](mailto:info@bfar.da.gov.ph)

[www.bfar.da.gov.ph](http://www.bfar.da.gov.ph)

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The Bureau of Fisheries and Aquatic Resources (BFAR) is the government agency responsible for the development, improvement, management and conservation of the country's fisheries and aquatic resources. It was reconstituted as a line bureau by virtue of Republic Act No. 8550 (Philippine Fisheries Code of 1998). The bureau is under the Department of Agriculture.

As a line bureau, BFAR has the following functions:

- Prepare and implement a comprehensive National Fisheries Industry Development Plan;
- Issue licenses for the operation of commercial fishing vessels;
- Issue identification cards free of charge to fishworkers engaged in commercial fishing;
- Monitor and review joint fishing agreements between Filipino citizens and foreigners who conduct fishing activities in international waters and ensure that such agreements are not contrary to Philippine commitment under international treaties and convention on fishing in the high seas;
- Formulate and implement a Comprehensive Fishery Research and Development Program, such as, but not limited to, sea farming, sea ranching, tropical / ornamental fish and seaweed culture, aimed at increasing resource productivity improving resource use efficiency, and ensuring the long term sustainability of the country's fishery and aquatic resources;
- Establish and maintain a comprehensive Fishery Information System;
- Provide extensive development support services in all aspects of fisheries production, processing and marketing;
- Provide advisory services and technical assistance on the improvement of quality of fish from the time it is caught (i.e., on

- board fishing vessels, at landing areas, fish markets, to the processing plants and to the distribution and marketing chain);
- Coordinate efforts relating to fishery production undertaken by the primary fishery producers, LGUs, FARMCs, fishery and organization / cooperatives;
  - Advise and coordinate with LGUs on the maintenance of proper sanitation and hygienic practices in fish markets and fish landing areas;
  - Establish a corps of specialists in collaboration with the Department of National Defense, Department of the Interior and Local Government and Department of Foreign Affairs for the efficient monitoring, control and surveillance of fishing activities within Philippine territorial waters and provide the necessary facilities, equipment and training thereof;
  - Implement and inspection system for import and export of fishery / aquatic products and fish processing establishments consistent with international standards to ensure product quality and safety;
  - Coordinate with LGUs and other concerned agencies for the establishment of productivity-enhancing and market development programs in fishing communities to enable women to engage in other fisheries / economic activities and contribute significantly to development efforts;
  - Enforce all laws, formulate and enforce all rules and regulations governing the conservation and management of fishery resources, except in municipal waters and to settle conflicts of resource use and allocation in consultation with the NFARMC, LGUs and local FARMCs;
  - Develop value-added fishery products for domestic consumption and export;
  - Recommend measures for the protection / enhancement of the fishery industries;
  - Assist the LGUs in developing their technical capability in the development, management, regulation conservation and protection of the fishery resources;
  - Formulate rules and regulations for the conservation and management of straddling fish stocks and highly migratory fish stocks; and,
  - Perform such other related functions which shall promote the development, conservation, management protection and utilization of fisheries and aquatic resources.

## **Services:**

### **1. Aquaculture**

- Provision of quality tilapia/carp fingerlings to small-scale farmers at cost
- Assistance in the evaluation of the suitability of communal bodies of water of fish stocking purposes and the rehabilitation of inland water
- Provision of fingerlings for dispersal in depleted communal bodies of water
- Advisory services and training of trainors and fish farmers on farm design/engineering, management, economics in brackish water and freshwater aquaculture and other culture methods
- Examination, identification and recommendation of preventive measures for fish diseases to reduce fish/shrimp mortalities in aquaculture operation, including fish kills

### **2. Marine**

#### **Municipal Fisheries**

- Technical assistance/training of trainors on the construction, modification and repair of fishing gears and repair and maintenance of both engines
- Advisory services on boat design, construction, rigging, installation of fishing gears and equipment, fishing net design and construction and adaptation of improved modern fishing techniques
- Technical assistance on the rehabilitation of damaged coral reefs and/or depleted areas through identification of suitable sites, construction and management of artificial reefs through community based organizations

#### **Commercial Fisheries**

- Technical assistance on improved fishing methods, operation and navigation to fishing boats operators and prospective investors in commercial fisheries
- Advisory services on boat design, construction, rigging, installation of fishing gears and equipment, fishing net design and construction and adaptation of improved modern fishing techniques

- Shipboard training on seamanship, oceanography and tuna fishing

### **Marine Fisheries**

- Conduct of biological and oceanographic studies, physico-chemical analysis of water and vertebrate and invertebrate taxonomy
- Determination of the maximum potential yield of particular fishing grounds and the seasonal availability of fish

### **3. Post-Harvest Technology**

- Advisory services on improved fish handling, transport and post-harvest practices to reduce spoilage and wastage of fish catch
- Technical assistance/advisory services on improved processing of traditional and non-traditional fishery products
- Fish inspection and quality control services in consideration of Hazard Analysis Critical Control Point (HACCP); Chemical and microbiological examination fish products

### **4. Other Services**

- Fisheries Scholarship Program was established to answer the need for competent and qualified manpower in the field of fisheries
- Legal assistance to the Sanguniang Bayan on municipal fishery ordinances to conform with the local government Code and the Philippine Fisheries Code of the 1998
- Assistance on fisheries planning, programming, project preparation, monitoring and evaluation

### **Who may avail of these services:**

Municipal and commercial fishermen, fish farmers, fish producers, fishpen/fishcage operators, hatchery operators, fish processors, fry gatherers, teachers, students, and researchers

### **How to avail of these services:**

Interested parties may visit, write, e-mail or call the BFAR Central Office or its regional offices. A formal letter-request is required. In the case of a demo-cooperation, the requesting party must provide data for demonstration.

## **BUREAU OF PLANT INDUSTRY (BPI)**

### **Department of Agriculture (DA)**

692 San Andres, Malate, Manila

Phone: (+63 2) 525.7857 ♦ 525.7909 ♦ 524.0779

Fax: (+63 2) 521.7650

Email: [buplant@yahoo.com](mailto:buplant@yahoo.com)

<http://bpi.da.gov.ph/>

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The Bureau of Plant Industry (BPI) is an agency of the government mandated to serve and support the Philippine plant industry sector.

BPI is committed to:

- Meet and satisfy the needs of its stakeholder in the areas of crop research, protection and production, crop utilization and analytical services, seed quality assurance, plant quarantine and agricultural engineering services;
- Comply and implement existing regulations and support/advocate the formulation of new regulations;
- Continually improve its Quality Management System (QMS) through an effective feedback system from its internal and external environment and quality audit;
- Maintain and implement its QMS in compliance with ISO 9001:2000 standards; and
- Involve its entire human resources in the implementation of QMS and good governance.

The BPI shall likewise regularly review its quality policies and objectives to keep them attuned with the present and future requirements of its stakeholders. A monitoring and evaluation system of its QMS shall be institutionalized to ensure that BPI's quality policy is upheld, maintained, implemented and improved.

### **Services:**

- **Accreditation of Seed Growers**

BPI issues Certificate of Accreditation to farmers, farmer cooperatives, seed companies, State Colleges and Universities who produce quality seeds



- **Analytical Laboratory Services**  
BPI issues reports of laboratory analysis needed by government and private institutions, academe, entrepreneur, students
- **Application and Issuance of Domestic Permit**  
BPI issues Domestic Permit to any person who are bringing plants, planting materials and plant products to any part of the Philippines
- **Application and Issuance of Phytosanitary Certificate**  
BPI issues Phytosanitary Certificate to any person who are exporting plants, planting materials and plant products abroad
- **Application and Issuance of Plant Quarantine Clearance**  
BPI issues Plant Quarantine Clearance to any person who is importing plants, planting materials and plant products from abroad.
- **Plant and Plant Species Identification and Certification**  
BPI issues Certificate of Plant Species Identification to SUCs, entrepreneur and other interested parties
- **National Seed Industry Council (NSIC) Registration**  
BPI issues Certificate of NSIC Registration to plant breeders Participates in fairs and exhibits related to food processing and nutrition.
- **Plant and Plant Species Identification and Certification**  
BPI issues Certificate of Plant Species Identification to SUCs, entrepreneur and other interested parties
- **Plant Disease Diagnosis**  
BPI issues results of plant disease diagnosis to farmers, students, other stakeholders
- **Plant Material Certification for Foundation/Scion Trees**  
BPI issues Certificate for Plant Materials for Foundation/Scion Groves to owners of Accredited Nurseries with Scion Groves, Owner or caretaker of Government owned Foundation Groves, Owner or caretaker of SUCs Scion Groves and Orchardists

- **Plant Material Certification for Nursery Seedlings**  
BPI issues Certificate for Plant Materials for Nursery Seedlings to owners of Accredited Nurseries with Scion Groves
- **Plant Nursery Accreditation**  
BPI issues Certificate of Accreditation to private and government Plant Nursery Operators (SCUs and LGUs)
- **Plant Variety Protection**  
BPI issues Certificate for Plant Variety Protection to Plant Breeders
- **Seed Certification**  
BPI issues results of seed analysis and certification tags to private schools and individuals, seed companies, State Universities and Colleges, and government institutions
- **Seed Testing**  
BPI issues results of seed testing to private schools and individuals, seed companies, State Universities and Colleges, and government institutions

**Who may avail of these services:**

Farmers, individuals, government organizations, NGOs and other interested clientele

**COTTON DEVELOPMENT ADMINISTRATION (CODA)**  
**Department of Agriculture**

3<sup>rd</sup> Floor, Agricultural Training Institute (ATI) Building  
Elliptical Road, Diliman, Quezon City  
Phone: (+63 2) 929.8562 ♦ 920.8878  
Telefax: (+63 2) 920.9238 ♦ 929.8265  
Email: [coda@da.gov.ph](mailto:coda@da.gov.ph)  
<http://coda.da.gov.ph>

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The Cotton Development Administration (CODA) is the sole agency of the government tasked to undertake initiatives that will spur the growth of the local cotton industry through cotton research, development and extension.

The consolidated functions of CODA include the following:

- Generate new technologies to make Philippine cotton globally competitive through a dynamic research and development program;
- Carry out extension delivery services that complement the one provided by the LGUs and the private cotton groups;
- Train and educate industry field technicians and cotton farmer-leaders to improve their technical knowledge and facilitation skills;
- Produce basic seeds to make certain an adequate source of quality planting materials for the production of certified seeds; and,
- Monitor program implementation and promote the cotton industry.

On top of the priority functions, however, CODA shall endeavor to assist the cotton farmers, regional integrators and other stakeholders in the following semi-commercial industry aspects:

1. Ginning and warehousing services
2. Market development services
3. Credit facilitation services
4. Cooperatives development

## **Programs and Services:**

### **1. Research and Development Services**

CODA's Research and Development Program pursues a dynamic, demand-driven and problem-oriented agenda that aims to modernize Philippine cotton production. Specifically, our R&D thrust is towards increasing the farmer's net income from cotton growing through optimizing production at reduced costs per unit area.

Through an aggressive R&D undertaking, we generate scientific information and package of technologies to uplift the production of cotton endeavors of individual farmer growers and organized farmer groups and cooperatives.

Our pool of seasoned researchers and scientists provide the backbone of our R&D services to private groups in the realm of R&D, both in the bio-physical and social milieu.

### **2. Technical Services**

Since cotton, compared to other crops, requires a unique cultural management to grow it successfully, CODA provides a variety of technical service to cotton growers and private groups. This includes technical advising where growers are provided with technical recommendations based on the crop stage and conditions. Our technical personnel deployed in the field are on-call for assistance anytime.

### **3. Information Support Services**

Research findings are the basis of recommended production technologies and information to improve cotton cultivation. These innovations are, thus, packaged into various modalities using appropriate channels of communications to ensure their transfer to the intended clients. CODA's information services include the development of information materials both in print and broadcast, as well as electronic format. CODA also harnesses the use of information technology to democratize information by developing information systems and databases.

### **4. Training Services**

Empowerment of stakeholders especially the farmers is the very reason why we conduct trainings for our clients. Our pool of facilitators and trainers are available to provide the training

services required for various audiences on cotton growing and processing. Nevertheless, we also have the capability to provide training services such as facilitation, training needs assessment, development of training designs and modules, and impact evaluation.

**5. Monitoring Activities**

To ensure that plans and programs are successfully implemented for the benefit of the cotton farmers. Implement policies and procedures

**6. Credit Facilitation**

Assisting farmers in loan documentation; conduct of Value Orientation Seminars and background/credit investigation to fast-track loan processing.

**7. Market Development**

Through market matching which links farmers to the cotton market thus providing them options to select from the legitimate buyers who can make the best offer.

**8. Post-harvest Services**

Include seed cotton ginning and warehousing at reasonable rates, notwithstanding technical assistance to private ginners.

**Who may avail of these services:**

Cotton farmers, integrators, agricultural technicians, private companies and organized groups of farmers or cooperatives, or any MSMEs engaged in agricultural production

**How to avail of these services:**

Those interested could visit, call, or write CODA or its field operations centers located in Luzon, Visayas and Mindanao.

**DESIGN CENTER OF THE PHILIPPINES (DCP)**  
**Department of Trade and Industry (DTI)**

Design Center Building  
CCP Complex, Roxas Boulevard, Pasay City  
Phone: (+63 2) 832.1112 to 19  
Fax: (+63 2) 832.3649  
Email: pddcp@info.com.ph  
www.pddcp.gov.ph

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The Product Development and Design Center of the Philippines (Design Center) is a technical agency of the DTI mandated to promote design as a tool for improving the quality and competitiveness of Philippine products by servicing the design needs and requirements of micro, small and medium enterprises (MSMEs).

**Programs:**

**1. Product Design and Development**

- Design, development or improvement of products responsive to market needs and requirements and manufacturer's production capabilities

**2. Design Research**

- Acquisition and dissemination of relevant design and market information and conduct of applied research to support product development activities of both designer and industry

**3. Design Promotion**

- Increase awareness and appreciation of design and its use through exhibitions, seminars, dialogues, and publications

**Services:**

**1. Product Design**

- Design of a new product, product adaptation, product diversification or expansion of existing product or product line

**2. Design Consultation**

- Advice on design directions, product, market and color forecasts and trends, as well as product evaluation

### **3. Technology Consultation**

- Advice on production techniques related to product development

### **4. Technical Information**

- Availability of technical information such as procedures on dyeing and finishing

### **5. Library Services**

- Access to local and foreign publications on design and related topics

### **6. Product Development Seminar**

- Conduct of seminars to increase design awareness and appreciation. Technology Updating Workshops are also offered.

#### **How to avail of these services:**

Inquiries may be coursed through the following:

At the Design Center, contact the Product Clinic:

Phone: (+63 2) 832.1112 to 18 locals 110 and 126 ♦ 833.7881

Fax: (+63 2) 832.3649

Email: [pddcp@info.com](mailto:pddcp@info.com) or [pddcp@dti.gov.ph](mailto:pddcp@dti.gov.ph)

Outside Metro Manila, through the:

DTI Regional and Provincial Offices

**FIBER INDUSTRY DEVELOPMENT AUTHORITY (FIDA)**  
**Department of Agriculture (DA)**

7<sup>th</sup> Floor, Sunnymede IT Center  
1614 Quezon Avenue, Quezon City  
Telefax: (+63 2) 441.4306  
Email: [fidaoad@yahoo.com](mailto:fidaoad@yahoo.com)  
<http://fida.da.gov.ph>

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The Fiber Industry Development Authority (FIDA) is mandated to promote the accelerated growth and development of the Philippine fiber industry in all its aspects including research, production, processing, marketing, and trade regulation.

**Functions:**

- Formulate and implement, in cooperation with related agencies, integrated programs and comprehensive policy guidelines for the accelerated development of the fiber industry as a whole;
- Undertake and regulate research, production, processing and marketing of fibers in both the domestic and international markets when necessary;
- Administer and regulate in accordance with law, the licensing and registration of fiber participants and/or partner sectors including fiber baling, tagging, marking, inspection, certification and shipment of Philippine commercial fibers;
- Establish a monitoring system in coordination with the Department of Agriculture and related agencies for the assessment of the fiber supply and demand situation, both domestic and foreign;
- Provide continued leadership and support for the integrated development of the fiber industry;
- Formulate official standards for various commercial fibers that are or may, hereafter, be produced in the Philippines for local consumption and for export;
- Enforce uniform and standard classification of abaca and other Philippine commercial fibers intended for export and local consumption;
- Maximize the return of the fiber industry through increased productivity and fiber processing and maximum economic utilization, consequently, promoting the farmers' profitability in a more equitable distribution of wealth;



- Undertake skills development trainings or workshops to improve the technical and entrepreneurial capabilities of fiber producers, classifiers, graders, traders, processors and exporters to improve the quality of commercial fibers;
- Establish regional and provincial offices as well as municipal stations, whenever necessary, for extension work to promote the development of the fiber industry in the Philippines;
- Enter into, make and execute memoranda and contracts to achieve the objectives of FIDA;
- Formulate and recommend policies, guidelines and administrative orders whenever necessary for promulgation by the Department of Agriculture within the context of the Constitution of the Philippines of 1987 and on the basis of pertinent data, findings and research studies for the benefit of the people of the fiber industry;
- Promote the increased utilization of commercial fibers both here and abroad, thus, enabling the fiber industry to positively contribute to the growth of the national economy;
- Establish and maintain demonstration farms and provide technical assistance/services to fiber clientele; and,
- Perform such other related functions which shall enhance and promote the development of the fiber industry in the Philippines.

#### **Services:**

- Technical assistance to farmers on the proper culture, management and protection of fiber crops;
- Assistance to farmers in the establishment and rehabilitation of fiber crop plantations;
- Assistance in the organization and strengthening of farmers' cooperatives and packaging of proposals for availment of production loans from financing institutions like the Landbank;
- Training on fiber production, fiber extraction, fiber grading and classification, fiber processing and handicraft making such as but not limited to handmade papermaking, sinamay and piña cloth weaving;
- Provisions of disease-free planting materials to farmers;
- Technical, information and testing services on fiber identification, characterization and fiber extraction, pulping and quality of pulp;
- Marketing assistance including the identification and development of markets and the establishment of direct market

- tie-ups between fiber producers and processors/manufacturers and other buyers;
- Hosting, sponsoring and active participation in trade fairs and exhibits, as well as other market-related events, both local and foreign, to promote Philippine fibers and fiber-based products;
  - Provision of fiber industry statistics and other market-related information such as trade opportunities, market updates, etc.; and,
  - Program or project development preparation for local and foreign funding

## **Programs and Projects:**

### **1. Crop Research and Development**

- Conducts research studies on abaca and other fiber crops on crop improvement, cultural management and crop protection at FIDA experiment stations and farmers-cooperators' field;
- Provides farmers with packages of proven production technologies; and,
- Propagates disease tolerant High Yielding Varieties (HYVs) through tissue culture method for distribution to farmers.

### **2. Fiber Technology Utilization**

- Studies expansion and development of new uses of Philippine Fibers; and,
- Works on the improvement of existing fiber extraction and processing technology.

### **3. Extension Services**

- Provides technical services on the proper cultural management, protection of fiber crops, harvesting and post-harvest technology;
- Conducts training on fiber production, fiber extraction, fiber grading and clasification, fiber processing and handicraft making;
- Packages information materials for dissemination to various clienteles; and,
- Organizes and strengthen farmers cooperatives.

#### **4. Market Research and Development**

- Undertakes trade promotion through participation in international and local trade fairs/exhibits and other market-related events to expand the market for Philippine fibers and fiber-based products;
- Undertakes market researches to support or validate the authority's action programs on marketing-related policies; and,
- Extend assistance to various industry clientele through information dissemination and conduct of business matching meetings, establishment of direct marketing tie-up between producers and buyers to ensure producers of a ready market and buyers of a steady supply at prices acceptable to both parties.

#### **5. Standardization, Standard Enforcement and Licensing**

- Undertakes strict enforcement of fiber standards through vigilant supervision of fiber grading and baling operations;
- Sustain the campaign for the registration and licensing of those involved in fiber trading and processing to weed the industry of unscrupulous traders and exporters; and,
- Conducts researches on standardization to establish parameters for identification of the various Philippine indigenous fibers.

#### **Who may avail of these services:**

Abaca farmers, fiber exporters, processors, manufacturers, traders, local government units (LGUs), academe, government agencies and financial institutions.

#### **How to avail of these services:**

Visit, call, write or email FIDA.

**FOOD AND NUTRITION RESEARCH INSTITUTE (FNRI)**  
**Department of Science and Technology (DOST)**

FNRI Building, DOST Compound  
General Santos Avenue , Bicutan, Taguig City  
Phone : (+63 2) 837.2071 to 82  
Telefax : (+63 2) 837.2934  
Fax: (+ 63 2) 837.3164  
[www.fnri.dost.gov.ph](http://www.fnri.dost.gov.ph)

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The Food and Nutrition Research Institute (FNRI) is the principal research arm of the government in food and nutrition. The Institute pursues the objectives of the National Science and Technology Plan (NSTP) and the Philippine Plan of Action for Nutrition (PPAN).

The FNRI is mandated to undertake researches that define the citizenry's nutritional status, with reference to the malnutrition problem, its causes and effects; develop and recommend policy options, strategies, programs and projects for implementation by appropriate agencies; and, diffuse knowledge and technologies in food and nutrition and provide S&T services to relevant stakeholders.

**Programs and Services:**

**1. Nutritional Assessment and Monitoring**

It involves periodic nationwide nutrition surveys to assess the food intake of the population and determine the types and magnitude of nutrition problems and their causes. These surveys are on food consumption, nutritional anthropometry, clinical nutrition, biochemical nutrition, nutrition economics and statistics, and nutrition knowledge, attitude and practice (KAP).

Research results are valuable inputs for the formulation of national and regional development plans for the identification of priority groups and areas for nutrition intervention programs.

## **2. Food Science and Technology**

It covers development and improvement of food products in terms of nutritional value, sensory acceptability, packaging and shelf-life with economic returns from domestic and export markets; process feasibility studies; composition of foods including nutrients, microbial pathogens, chemical toxins, contaminants and other deleterious factors in foods; maintenance of a reference and testing laboratory for food analysis and analytical quality assurance systems; food and nutritional management in homes and institutions; development of food guides and tools for dietary management; and design and testing of food management systems/models.

## **3. Nutrition Science and Technology**

- **Medical Nutrition Studies**

To define the malnutrition and nutrition-related diseases and their physical and functional effects; develop and update methods of diagnosis and treatment for their prevention and control; establish and update the Philippine anthropometric clinical standards; and, develop tools and methods for use in assessing nutritional status.

- **Nutrition Intervention and Policy Studies**

To develop and evaluate models, systems, delivery schemes, strategies, and guidelines for nutrition intervention.

- **Nutritional Biochemical Studies**

To establish normal nutrient levels and enzyme activities for Filipinos to derive nutrient requirements for maintenance, growth, pregnancy and lactation; and determine nutrient bio-availability and interrelationship of foods or food components in diets.

- **Nutritional Anthropology and Education Studies**

To develop and evaluate nutrition education tools, channels and strategies to effect behavioral changes among various population groups.

#### **4. Nutrition Information Dissemination and Technology Transfer**

Deals with nutrition information dissemination activities, such as organization of press conferences, scientific sessions/seminars; establishment of media contacts through the Nutrition Communication Network (NUTRICOMNET); development and production of nutrition information education and communication materials; provision of services for information acquisition, packaging, documentation, and retrieval; establishment of information networking, linkages and resource-sharing through the Nutrition Information Network (NUTRINET); provision of reference/circulation/readers' services for in-house and outside users, as well as literature search on local and international databases; conduct of technology transfers activities such as lectures/demonstrations and exhibits.

##### **Frontline Technical Services:**

- **Contract/Joint Research**

The FNRI offers its research services and facilities to private/government firms wishing to improve their products and answer research problems.

- **Technology Commercialization and Transfer**

Food technologies and nutrition technologies are diffused and communicated to relevant users: individuals, communities, institutions and small to large scale entrepreneurs for adoption and commercialization of technologies.

- **Food Pilot Plant Services/Technologies Business Incubator (TBI)**

The TBI facilities of the Institute provide support to small and medium scale entrepreneurs wishing to start a food processing enterprise using technologies developed by the Institute. The services include lease of equipment at nominal cost, training of production staff, technical assistance, and consultancy services in production and quality control of product and in setting up his own processing plant.

- **Food Processing Facility Development in the Regions**  
Establishment of communal food processing plants in the regions is a joint undertaking of the Institute and Technology Application and Promotion Institute (TAPI). The FNRI provides the technical expertise on food processing, consultancy services, quality control and packaging of product, design of plant layout, and setting up of food processing plant. TAPI provides funds of acquisition of equipment and other expenditures.
- **Food Analytical Testing Services**  
Evaluation of the quality (energy and nutrient contents of food, e.g. proximate, vitamin and minerals, and anti-nutrients or those associated with major nutritional deficiencies) and food safety analyses (toxicological and microbial pathogens) are offered.
- **Food Demonstration**  
Development of nutritious and economical recipes utilizing indigenous materials is an important activity of the Institute. These developed recipes are transferred through food demonstrations, lectures and print materials to interested parties.
- **Information and Consultancy Services**  
The Institute renders consultancy services in the field of food and nutrition. FNRI researchers serve as speakers/trainors on nutrition and allied activities of both the public and private sectors. Letters from the general public seeking advice on proper diet, food selection and preparation, and nutrient values are personally attended to. The Institute also maintains active linkages with the media in widening its information outreach. Quarterly press conference/scientific fora are held to inform target audiences of the latest in nutrition R & D undertaken by FNRI.
- **Food and Nutrition Databases and Applications**  
The Institute provides nutrition information needs of FNRI staff, outside researchers, and the general public through online databases of nutrition surveys results, food consumption, abstract of researches and others. The Institute also develops

food and nutrition application software that serve as nutrition tools and information media for all of its clientele.

- **Publication and IEC Materials**

Dissemination of research results and nutrition information is done through publications and distribution of food technology and nutrition information materials. These materials are available at cost.

- **Training**

Development and conduct of courses in food and nutrition in the different Research and Development areas

- **Recipe Development and Sensory Evaluation**

The Institute develops nutritious and economical recipes utilizing indigenous materials. While new food products developed by industry are evaluated as to their organoleptic quality and acceptability.

- **Library Services**

The Institute provides nutrition information needs of FNRI staff, outside researchers, and the general public. Library facilities include the card catalogue, interlibrary loans, computer reference service, study carrels, current contents and awareness lists. It also provides referral services to its network members, the FNRI Library being focal point of the Nutrition Research Information Network (NUTRINET). It further provides on-the-job training to student librarians upon request.

- **Nutritional Biochemistry Laboratory Services**

The Institute accepts analysis of Serum Retinol, Urinary Iodine Excretion and Hemoglobin.

- **Diet Counseling/Wellness Clinics**

The Institute renders dietary counselling to staff and outside clientele, regarding dietary management of heart diseases, diabetes, reducing diets and other nutrition-related diseases.

**How to avail of these services:**

Write or call the FNRI.



**FOREST MANAGEMENT BUREAU (FMB)**  
**Department of Environment and Natural Resources (DENR)**

FMB Building, Visayas Avenue, Diliman, Quezon City

Phone: (+63 2) 927.4788 ♦ 928.9313

Fax: (+63 2) 930.0374

Email: [fmbdenr@mozcom.com](mailto:fmbdenr@mozcom.com) ♦ [fmb@denr.gov.ph](mailto:fmb@denr.gov.ph)

<http://forestry.denr.gov.ph>

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The Forest Management Bureau (FMB) provides support for the effective protection, development, occupancy management, and conservation of forest lands and watersheds. It collaborates with international and local development organizations in several forestry development programs.

FMB has the following functions:

- Recommends policies and programs for the effective protection, development, occupancy, management, and conservation of forestlands and watersheds, including grazing and mangrove areas, reforestation and rehabilitation of critically degraded forest reservations, wilderness areas and other natural reserves, development of forest plantations, including rattan, bamboo and other valuable non-timber forest resources, rationalization of the wood-based industries, regulation of utilization and exploitation of forest resources including wildlife, to ensure continued supply of forest goods and services;
- Advises the regional offices in the implementation of the above policies and/or programs;
- Develops plans, programs, operating standards, and administrative measures to promote the Bureau's objectives and functions;
- Assists in the monitoring and evaluation of forestry and watershed development projects to ensure efficiency and effectiveness; and,
- Undertakes studies on the economics of forest-based industries, including the supply and demand trends on the local, national, and international levels, identifying investment problems and opportunities in various areas.

## **Programs and Services:**

### **1. Policy Reforms and Institutional Development**

Harmonization of forest and other policies affecting the sector would eliminate flash points that spur conflicts among government agencies dealing with the same clientele. This would also facilitate convergence of many initiatives by the different government agencies and sectors resulting to formulation of platforms for long term coordination among agencies and stakeholders. Retrofitting the PFA as a line agency, and reorienting its main function as first: a forest land management agency and second, a forest resources management authority, would respond appropriately to focusing government efforts as facilitator of development and operationalizing the long term goal of putting every hectare of forest lands under sustainable management unit. The separation of the authority and enterprise functions of the PFA would promote efficiency in forestry operations. The capacitating of forestry institutions would be facilitated where conflict in functions can be minimized or eliminated.

On the other hand, the creation of the National Council for Sustainable Forestry (NCSF), a coordinative body, would facilitate coordination among agencies whose concerns are influenced or affected by what is happening in watersheds; e.g., Department of Agriculture with their AFMA, Department of Agrarian reform with the CARP, etc.

### **2. Prioritization/Watershed Integrated Land Use Planning**

Prioritization of watershed for integrated landuse planning purposes simultaneous with forest boundary delineation would start the process of determining what are the forest areas needed for protection purposes and what are needed for other purposes. Such activities are really the critical start of sustainable forest management where the use for forest lands are determined based on criteria that would best serve the society in an optimum manner. This would allow the watershed/forest managers and other watershed/forest users realize the many and interrelated functions of watershed.

This set of programs would also provide sustainable production of water for domestic, irrigation, power generation and other industrial uses at the same time affording the stakeholders determine and operationalize other beneficial options in the use of watersheds. The ultimate impact would be the ensurance of long term health of the watersheds.

### **3. Management Information System (MIS), Information and Education Campaign (IEC), and Research and Development (R&D) Enhancement**

Full support in the enhancement and development of these support programs would create an information highway where the communities and other watershed/forest managers would have easy access to information for improvement of their management decisions and adoption of mature and tested technologies by field practitioners. A good MIS would make a DENR Regional Office more investment-friendly by minimizing the cost of obtaining information for investment purposes. Availability of up-to-date technology would promote economic efficiency in forest management. This program would also afford forest managers anchor their decisions on management tools and information based on science.

### **4. Sustainable Management of Residual/Other Forests**

This program would contribute much to poverty alleviation in the uplands by creation of employment opportunities in the uplands. This strategy would minimize conversion of natural forests into other non-forest land uses. This would help restore order in the management of residual forests where currently, 36,000 hectares are lost annually due to conversion. Likewise, this would help attain self-sufficiency in wood and other forest products.

### **5. Forest Area Expansion**

Establishment of forest plantations is one of the visible means of employing people. However, employment in this type of endeavor is usually intermittent. By having forest plantations at the right places and being intensively managed for commercial production would provide continuous source of employment.

The process of establishing, tending, harvesting, processing, marketing and renewal of plantations would be a continuous and deliberate cycle addressing poverty, wood sufficiency, illegal practices in affected areas.

On the other hand, expansion of other forest areas for rehabilitation and restoration purposes through establishment of indigenous forest plantations would improve the health of the watersheds. This would also impact on the conservation of biodiversity.

## **6. Biodiversity and Environmental Programs**

With the current initiatives on the protected area subsector and the proposed programs under the revised Master Plan, it is envisioned to have a perpetual existence of biological and physical diversities in a system of protected areas and such other important biological components of the environment sustainably managed for the benefit of mankind. The program impacts would be a secure and healthy PA system managed by well-informed and empowered stakeholders supported by the citizenry and providing sustainable benefits and enjoyment to society.

## **7. Forest Industries Development**

Rationalization and development of forest industries would afford the nation to see the economic contribution of forests. This would transform the forest-based industries into globally competitive firms with environmentally-sound forest management platforms significantly contributing to the national economy and helping address poverty alleviation in their areas of operations and vicinities.

## **8. Sustainable Management of Grazing Lands**

Implementation of programs on grazing would improve benefits from such areas which are minimal at present. This program is designed to make grazing lands as sustainable source of health and wealth for the benefit of Filipinos. This will also enhance the improvement of the carrying capacity and productivity of grazing lands through improved forage and pasture grasses, improve

livestock production through proper management practices and breeding technology and provide security of tenure and incentives to grazing land managers to improve their management operations over the long term.

#### **9. Full Development and Implementation of Monitoring and Evaluation (M&E) and Criteria and Indicators (C&I) Systems**

Full development of Monitoring and Evaluation (M & E) and communications systems as well as Criteria and Indicators (C&I) as a management tools would improve utility of information and enhance horizontal and vertical flow of communications. This would also impact on the improvement of MIS and IEC. As a complementary tool, C & I would help prepare forest managers and users realize the impacts of management decisions on the health of the forests. C & I system would help transform local forest management systems produce globally competitive products from sustainably managed forests. This also preparatory to forest certification, a necessary tool in the full implementation of Sustainable Forest Management.

#### **10. Community Based Forest Management (CBFM)-Cross Cutting Strategy**

Enhancement of CBFM implementation would put into the right track many CBFM projects where POs became inactive due to various reasons or another. This is the bridge program where the current lack of support rendered many POs disillusioned with the program. This is expected to activate many POs and sustain interest among the members. Active participation of majority of members in livelihood and enterprise development would contribute to the poverty alleviation in the uplands.

On the other hand, CBFM expansion through strengthening and expansion of existing sites, and identification and implementation of new sites close many open access areas and likewise put them under formal management systems that would ensure sustainability of resources. Serious implementation of development activities geared towards resource generation (e.g., forest plantations, Agro-forestry, livelihood projects, etc.) would draw the attention of forest communities from

unsustainable practices towards sustainable employment sources.

**Services:**

- Certificate of Registration as Log/Lumber Dealer
- Certificate of Stewardship
- Community-Based Forest Management Agreement
- Forest Land Grazing Management Agreement
- Integrated Forest Management Agreement
- Ordinary Minor Forest Products License
- Private Land Timber Permit
- Special Private Land Timber Permit
- Rattan Cutting Contract
- Resource Use Permit
- Special Land Use Permit/Special Land Use Agreement
- Socialized Industrial Forest Management Agreement
- Transport Document for Wood Products
- Wood Processing Plant Permit

**Who may avail of these services:**

Filipino citizens of legal age, forest plantation developers, upland communities, cooperatives, associations, corporations, indigenous peoples, academe, NGOs, LGUs, other government agencies, international organizations/institutions, timber license agreement holders, private landowners, forest land grazing management agreement holders, integrated forest management agreement holders, socialized industrial forest management agreement holders, special land-use lease agreement holders, peoples' organizations, lawmakers, financial institutions, and other interested parties in forestry and forestry-related activities.

## **FOREST PRODUCTS RESEARCH AND DEVELOPMENT INSTITUTE (FPRDI)**

### **Department of Science and Technology (DOST)**

Narra Street, College, Laguna

Phone : (+63 49) 536.2360/3630/2377

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Email: fprdi@dost.gov.ph

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The Forest Products Research and Development Institute (FPRDI) is mandated to: (1) Conduct applied research and development in secondary and tertiary processing for the forest-based industry to generate information and technology which can improve the utility value of wood and other forest products; (2) Undertake the transfer of completed researches directly to end-users or via linkage units of other government agencies; and, (3) Undertake technical services and provide training programs.

### **Programs and Services:**

- **Material Science**

The program generates basic and technological information on timber and non-timber forest products needed for their efficient and judicious use by the forest-based industries; develops manuals and database; and develops testing methods.

- **Bio-based Composites**

This program focuses on the sustainable development of composite products from bio-resources (wood/non-wood), plastic waste stream (plastics), processing wastes and agricultural residues. It aims to introduce adaptable production processes and technologies that will support the forest-based industries in addressing the government's housing program in terms of producing affordable housing, furniture and packaging materials.

- **Builders Wood Works and Structural Components**

The program utilizes engineering concepts and principles to develop and evaluate engineered products that include structural components and builders' woodworks in support to

the housing, furniture and packaging industries, thereby utilizing wisely the wood and non-wood forest products resources of the country.

- **Furniture and Handicrafts**

The program generates information and technologies to broaden the resource base and enhance the production of furniture, handicrafts, and other related products from ITPS and non-wood forest products (NWFP) in the country.

- **Bio-Energy, Resins and Oil**

The program will generate improved technologies and information to process and utilize natural products as alternative materials for the energy, health, chemical and paper industries. Additional R&D outputs under the program will be on equipment improvement for the charcoal briquetting. The program will implement 8 regular funded projects. Of these, 4 are continuing and the other 4 are newly-implemented.

- **Paper and Paper Products**

The Paper and Paper Products Program addresses the major concerns of the whole range of pulp and paper and handmade paper manufacturing including technology generation on secondary fiber, waste abaca fibers, hybrid abaca fibers, and other non-wood fibers utilization, application of biotechnology to fiber resources for paper board products as well as environmental protection thru reduction of pollutants discharged by the pulp and paper mills. The program is expected to provide better technical support to the pulp and paper industry thru research and development, technical assistance, and testing services on pulp, paper and board products.

- **Cleaner Production Technologies for the Forest-based Industries**

The Program aims to generate information and technologies that would address the environmental concerns of its clientele – the forest products-based industries. As a program, it would also look into the Institute's R&D technology generation activities if these are truly environmentally friendly before they are marketed or commercialized to its clientele.



- **Technology Transfer**

Direct, coordinate, organize, facilitate and implement technology transfer and other technical services projects/activities of the Institute.

Spearhead, coordinate, organize, facilitate and implement technology transfer and other technical services projects/activities of the Institute.

FPRDI applies the following strategies to transfer its technologies: a) provision of quality S&T products and services; b) promotion of R&D and utilization of results, and c) provision of S&T capacity building services.

**Technologies:**

**1. Biomass Energy Generation**

- Charcoal briquetting
- Fluidized bed combustor for steam generation
- Small-scale biomass pyrolyzer for farm irrigation

**2. Housing and Construction**

- Cement-bonded board
- Cocolumber
- High pressure sap displacement system
- Machine grading of lumber
- Shop-fabricated house

**3. Furniture and Handicraft**

- Almaciga resin varnish
- Bleaching and dyeing of raw materials for handicraft
- Composing jig
- Moisture meter
- Finishing facilities
- Drying tunnel
- Handmade papermaking
- Preservative treatment of bamboo, rattan and vines
- Solid wood bending

#### **4. Packaging**

- Bamboo collapsible crates
- Improved cocowood grocery pallets
- Pandan cocooning frames

#### **5. Kilns and Dryers**

- Bamboo dryer
- Furnace-type lumber dryer
- Handicraft dryer
- Thermal oil-heated lumber dryer

#### **Who may avail of these services:**

The various forest-based MSMEs, the scientific community, academe, professionals, government and non-government organizations, financial institutions and the general public

#### **How to avail of these services:**

Visit, call, write or e-mail FPRDI.

## **INDUSTRIAL TECHNOLOGY DEVELOPMENT INSTITUTE (ITDI)**

### **Department of Science and Technology (DOST)**

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<http://mis.dost.gov.ph/itdi>

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The Industrial Technology Development Institute (ITDI) is a multidisciplinary research institute which uses local raw materials, recovers by-products and wastes, and provides technical services to support local industries.

### **Programs and Services:**

#### **1. Research and Development (R&D)**

Multidisciplinary applied researches in the fields of industrial manufacturing, mineral processing, energy, and environment, using local raw materials.

#### **2. Technology Transfer and Contract Projects**

Transfer of mature technologies with techno-economic viability, from product/process development to techno-assessment to commercialization.

#### **3. Tests and Analyses**

Analytical and testing services (chemical, microbiological, physical, pharmacological, and toxicological) to industry and government agencies for various products and materials.

#### **4. Food Engineering Services**

A package of services offered to the local food industry and other institutions that provide them with technical assistance to improve product quality and productivity in their operations, and enable them to comply with stringent Sanitary and Phytosanitary System requirements of international trading under the World Trade Organization (WTO). Such services include technical

advice and engineering consultancy on: product/process development and scale up, design and fabrication of food processing equipment, and design, layout and set-up of processing plant.

## **5. Calibration and Metrology**

As national custodian for weights and measures, ITDI's program on metrology responds to the call for accuracy and traceability in the units of measurement (e.g. mass, length, volume) for product standardization, higher quality and competitiveness of local products, and consumer protection. The metrology center also assists in the setting of measurement standards and in repair and design of apparatus.

## **6. Process Engineering**

This program is a tool to solve production bottlenecks or shop floor problems and to translate ITDI developed processes into production systems. Through this program, ITDI integrates waste treatment systems, safety measures, and process control systems in the process. It also touches on the development of complex design systems that can be used for a wide range of products or a wide variety of processes in a plant.

## **7. Post-Harvest Handling/Near-Farm Processing**

This provides encompassing solutions to problems on maintaining the quality and extending the shelf life of fresh produce from the time and place of harvest to the time and place of consumption, with minimum loss, maximum efficiency, and maximum returns to all involved. Processing and marketing problems of seasonal crops are addressed by providing alternative solutions such as developing value-adding qualities to the product to ensure continuous supply beyond the harvest season.

## **8. Packaging Research and Development**

Development and/or improvement of packaging system, implementation of tools of modern and innovative packaging technologies and label design to upgrade the global competitiveness of local products, and institutionalizing linkages locally and abroad.

## **9. Cleaner Production (CP) Assessment**

Promotion of cleaner technologies through CP assessment, technical information and training to strengthen the global competitiveness of local industries.

## **10. Enterprise Module (EM)/Technology Business Incubator**

Designed for technologies to spin off from the laboratories to industry. Offers the facility for tenancy to prospective investors while still planning or in the initial stage in setting up their own business, with close supervision and monitoring of in-house researchers/engineers. Available EMs/TBIs are: fruit juice processing, basi and sugar cane juice production, vinegar production using acetator, soap making, glass blowing, bio reactor (biodegradation of ecological solid waste), ceramics production, smoked fish, and virgin coconut oil processing.

## **11. Energy Audit**

A critical examination of an energy consuming facility to help improve energy efficiency and productivity by identifying areas where energy waste can occur and recommend energy saving opportunities. Services offered include audit of complete facility, energy equipment like boilers, dryers, motors and building, technical evaluation of energy conservation projects, and in-house training.

## **12. Industry Training and Skills Development**

Actual hands-on experience on manufacturing and various industrial processes, and demonstration/training on various technologies for income generation.

## **13. Use of Laboratory/Pilot Plant Facilities**

Production facilities on a scaled up level for various technologies or processes can be availed of by industry such as those on: coconut oil milling and refining, food processing line (canning & dehydration), and materials processing (ceramics, plastics.) (Please see ITDI Pilot Plants/Facilities).

## **14. Technical Information and Promotion**

Documentation and dissemination of information on S&T services, technologies, and other technical inquiry data and promotion assistance to clients in various media channels.

## **15. Library Services**

A worthy source of in-depth information on the Institute's major areas of concern and allied subjects; a special collection of theses and technical reports of in-house researches/studies.

## **ITDI Pilot Plants**

Under a Memorandum of Agreement (MOA)/Contract Project, industries can use/avail of the services of the following pilot plants/facilities:

1. Food Canning
2. Food Dehydration
3. Materials Processing (Ceramic, Glass, Plastics, Inorganic Minerals)
4. Gasification
5. Bioreactor for Solid Waste
6. Coco Oil & Rice Bran Oil Processing
7. Lab-Scale Two Stage Aerobic and Anaerobic Wastewater Treatment System
8. Food Processing
9. Super Activated Carbon (Rice Husk)
10. Microencapsulation of Fertilizer/ Enzymes
11. Essential Oil Extraction/Refining
12. Centralized Hazardous Waste Handling Facility
13. Vegetable Oil/Seed Oil Extraction Plant
14. Oil Refining System
15. Soap and Detergent Plant
16. Glass Blowing

### **Who may avail of these services:**

Small, medium, and large-scale industries, government agencies, academic institutions (Universities and Colleges), associations/societies, and the general public

### **How to avail of these services:**

Interested parties may write directly to the ITDI Director, or send a technical inquiry/other information to the Information and Documentation Section.

**INFORMATION AND COMMUNICATIONS TECHNOLOGY  
OFFICE (ICTO)**

**Department of Science and Technology (DOST)**

ICTO Building

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The Information and Communications Technology Office (ICTO) is tasked to be the lead implementing agency of Government in most of its ICT related efforts such as industry development, policy formulation, ICT infrastructure development, R&D, ICT capacity building for the public sector and administration of the E-Governance Fund.

The ICTO's primary thrusts for 2011 – 2016 are in the areas of ICT Industry Development, E-Government, ICT Policy Development, ICT Infrastructure and Cybersecurity. Much of these directions are in line with the Philippine Digital Strategy, the Philippine Government's masterplan on how to actively use information and communications technology in promoting economic and social growth, and in promoting efficiency in the delivery of public service

**Strategic Thrusts:**

**1. ICT Industry Development**

ICTO's ICT Industry Development Group develops and implements comprehensive programs to ensure the sustained growth and competitiveness of ICT industry segments and support the growth of the ICT industry in the regions, it also collaborates with the industry, government and academe to enhance the competitiveness of the ICT workforce and works on a harmonized ICT promotions and advocacy program.

## **2. E-Government**

Electronic Government (e-Government) is the use of information and communications technologies (ICT) to enhance access of information and improve delivery, efficiency and effectiveness of service to the public. An ICT-enabled government allows the citizens easy access to information and services anytime and anywhere; create transparency and accountability in government operations, and strategically engages citizens and communities through digital channels.

The e-Government Management Group formulates, implements and evaluates ICT policies, plans and standards; develops, implements and monitors the National e-Government Plan; coordinates the various Information Systems Strategic Plans of national government agencies, and provides them necessary ICT technical services; and implements the ICT human capital and professionalization programs for government

## **3. ICT Infrastructure Management**

Ensuring that ICT access and internet opportunities are available for the entire country is made possible by the development of effective and sustainable and strategic ICT infrastructures. Majority of ICTO's initiatives have an online component that requires reliable connectivity between and among government agencies as well as with the general public.

The ICT Infrastructure Group through its various programs ensures that these connectivity requirements are met in an efficient and effective manner.

## **4. ICT Planning and Policy**

Facilitating ICTO's mandate in formulating ICT policies, implementing ICT plans and programs, leading international ICT cooperation bodies, and other related functions is the ICT Governance Policy & Planning Group, which takes the lead in multi-stakeholder policy development.



Effective ICT policy and planning is the backbone of effective eGovernance, ICT-enabled societies, and digital inclusion of all sectors and communities. The ICT Governance Policy and Planning Group plays a key role in the development, monitoring and advocacy of ICT-related plans, programs, projects and standards, and providing research support for e-Government, e-Business and e-Society concerns.

**Who may avail of these services:**

Micro, small and medium-scale enterprises

**How to avail of these services:**

Interested parties can visit us at the ICTO Building, C.P. Garcia Avenue, U.P. Diliman, Quezon City or call us at (02) 920.7444. We can also be reached by email at this address: [info@icto.dost.gov.ph](mailto:info@icto.dost.gov.ph).

## **METALS INDUSTRY RESEARCH AND DEVELOPMENT CENTER (MIRDC)**

### **Department of Science and Technology (DOST)**

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The Metals Industry Research and Development Center (MIRDC) is a DOST-attached agency mandated to provide both government and private sectors in the metals and engineering industry with professional management and technical expertise on the training of engineers and technicians; information exchange; trade accreditation services; quality control and testing of metal products; research and development; and business economics advisory services.

### **Programs and Services:**

#### **1. Research and Development**

One of the strategies to attain the national goals of self-sufficiency and global competitiveness is upgrading of R&D capability. Towards this, MIRDC initiates projects that respond to domestic needs, provide support to other industries, and are expected to find their niches as export winners.

The Center assists metals and engineering enterprises through R&D to come up with improved products, processes and materials and equipment prototypes by offering:

- Engineering and Design Services
- Contract Research
- Joint Research
- Prototype Development

MIRDC has adequately-equipped technology development centers which seek to translate the fruits of R&D into practical and profitable ventures.

## **2. Metal Working**

The Center utilizes conventional and specialized machining processes in the prototype fabrication of tools, dies, jigs and fixtures, plastic molds and components.

Its heat treating capability includes:

- direct hardening
- case hardening (pack carburizing)
- softening processes (tempering, annealing, normalizing, stress relieving)

## **3. Metalcasting**

The Materials and Process Research Division a division of MIRDC specializes in metalcasting of ferrous and non-ferrous alloys. Using specialized metalcasting technologies such as investment casting and its conventional casting capabilities, MIRDC undertakes prototype production of engineered and decorative products. Likewise, casting product localization, alloy formulation can also be accommodated through contract research activity. MCTD also offers rental of facilities to SME's through time-sharing scheme.

Facilities and Capabilities:

- Conventional Casting Section
  - Pattern Shop
  - Molding Shop
  - Melting Shop
- Precision Casting Section
  - Investment Casting
  - Shell Molding
  - Die Casting Machines
- Casting Design and Process/Quality Control Capabilities
  - Solstar Solidification Simulation Software
  - Meltlab Carbon Equipment (CE Meter)
  - Shimadzu Optical Emission Spectrometer
  - Sand Testing Equipment
  - Metallurgical Microscope
  - Ultrasonic Tester
  - Pyrometers

#### **4. Analysis and Testing**

A comprehensive range of testing and analytical services is provided by the Center's laboratories to assist the industry in ensuring high quality metal products necessary for continued competitiveness in both local and foreign markets.

The services include:

- Chemical Analysis
- Metallurgical Analysis
- Corrosion Testing
- Nondestructive Testing
- Mechanical Testing
- Calibration

An accredited metals testing laboratory by the Philippine Accreditation Office (PAO), the country's national accreditation body, the MIRDC Laboratories take active part in the formulation of significant technical standards for metals and metal products. It also maintains close partnership with the BPS in the implementation of the mandatory standards related to metals. MIRDC likewise acts as a technical consultant to suppliers or end-users in arbitration cases dealing with metals.

#### **5. Industrial Training**

The Center designs and implements relevant training modules which continuously upgrade the Filipino entrepreneurs, engineers and technicians on the demands of local and international markets.

Its compendium of training programs covers the following subjects:

- Metalworking Technology
- Metalcasting Technology
- Analysis and Testing
- Engineering/Production Planning
- Management and Supervisory
- Productivity Improvement
- Quality Management System
- Trainer's Training Program
- High Machining Technology

## **6. Technical Information Dissemination**

MIRDC disseminates the latest information on relevant technologies, products, processes and markets through:

- Industry and sectoral studies
- Technical information brochures on newly-developed or adapted technologies and newsletter on industry trends and events
- exhibits/fairs
- plant tours

## **7. Technical Consultancy & Extension Services**

Our team of experts speeds up technology transfer by conducting consultancy services to improve productivity and upgrade product quality. Its technical assistance program includes:

- preparation of feasibility studies
- management/technical consultancy
- conduct of liaison work between the private sector and government agencies
- preparation of periodic analysis of industry status
- extension of S&T service to the regions

To promote the development of the metals and engineering industry in the countryside, extension offices were established in the following regions:

- Region III (San Fernando, Pampanga)
- Region VI (Iloilo)
- Region X (Cagayan de Oro City)

### **Available Technologies:**

- Water Hyacinth Harvester
- Automated Guideway Transit (AGT) System Prototype
- Vacuum Packaging Machine
- Water Retort
- Immersion Freezer
- Pandanus Leaves Presser-Slitter
- Moringa Oil Expeller

- Sweet Sorghum Juicer
- Equipment for Biomass Densification of Water Hyacinth
- Low-cost Manual Sheet Metal Bender
- Speed Reduction System for Small Machines
- Spin Casting for Production of Novelty Items
- Decorticating Machine for Separating Coco Coir, Peat and Dust from Coconut Husk
- Portable Retort for Separation and Recovery of Mercury from Amalgam
- Non-cyanide Copper and Gold Electroplating

**Who may avail of these services:**

Any interested individual or company

**How to avail of these services:**

Call, write or visit the MIRDC.

## **NATIONAL AGRICULTURAL AND FISHERY COUNCIL (NAFC)**

### **Department of Agriculture (DA)**

Apacible Hall, Department of Agriculture Compound

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The National Agricultural and Fishery Council (NAFC) is mandated to assist the Department of Agriculture in the monitoring and coordination of the agriculture and fisheries modernization process; and serve as the integrative and consultative structure for inter-agency and inter-sectoral collaboration in agri- and fishery modernization.

NAFC has the following functions:

- Serve as consultative/feedback mechanism on the policies, plans and programs of the Department of Agriculture.
- Monitor agriculture and fishery programs of all government agencies.
- Assist DA in advocacy work among concerned government agencies.
- Assist DA in mobilizing and evaluating the contributions of government agencies to agriculture and fishery modernization.
- Promote consensus on, and support for, national and local budgets for agriculture and fisheries.
- Support the continued development of the nationwide network of agriculture and fishery councils not only as a consultative network, but also as partners in the execution of agency functions.

### **Major Activities:**

The NAFC undertakes various development activities in coordination with the stakeholders in agriculture and fisheries in order to fulfill its mandates and multi-fold functions. These activities may be classified into four major groups, as follows:

## **1. Facilitation of Private-Public Sector Consultations and Dialogues in Agriculture and Fisheries**

The NAFC facilitates the conduct of regular consultations and dialogues between government and private sector in agriculture and fisheries. It undertakes this chiefly by providing technical and administrative assistance to the members of its nationwide consultative and feedback network. This network is composed of local agricultural and fishery councils (AFCs) at the local levels, and the national sectoral committees and the National Agriculture and Fisheries (NAF) Council at the national level.

Apart from providing the fora for continuing discussions on agriculture and fisheries issues, problems and concerns, the consultative network also functions as an information delivery channel from the national to the local level, and a feedback mechanism, from the local to the national level.

The NAFC also organizes special area or nationwide dialogues or consultations with the private sector on various pressing issues and problems facing agriculture and fisheries.

## **2. Policy and Program Coordination**

The NAFC also coordinates the crafting and implementation of agriculture-and-fisheries-focused policies and programs toward integrating and harmonizing into a seamless whole all development interventions in the sectors.

This activity feeds on the outputs of the consultations and dialogues between the government and private sector. Through this activity, the agency is able to identify policy contradictions and gaps, program and function overlaps between and among institutions, program and policy implementation weaknesses and like issues, problems and concerns besetting various sectors or geographic areas in agriculture and fisheries development.

More importantly, the agency is able to bring these to the attention of competent authorities and singly or jointly with the agency stakeholders in both private sector and government, formulate and recommend measures to address them.



### **3. Resource Generation and Management**

To support the manifold needs of agriculture and fisheries development in the midst of perennially scarce resources, NAFC develops and sustains partnership with bilateral and multilateral financing institutions that provide financial and technical assistance.

It currently nurtures partnership with the Japanese Government and the US Government over regular official development assistance that involves the provision of agricultural products and agriculture-related commodities like fertilizers and chemicals. With Japan, the partnership covers the biennial Japan Grant Assistance for Underprivileged Farmers and the occasional Japanese Non-Project Type Grant; with the US, it is the US Public Law 480 Program.

Under these programs, the NAFC monetizes the commodity grants or soft loans, through its partners in the fertilizer industry and the cooperative sector and turns over proceeds to the National Government, through the Bureau of Treasury.

The proceeds are then used for priority programs and project related to agriculture and fisheries modernization through a participatory project development process managed by the NAFC. Use of the funds at the ground level for the priority programs and projects are monitored and evaluated through the NAFC's consultative mechanism.

### **4. AFMA Monitoring**

The Agriculture and Fisheries Modernization Act of 1997 (AFMA, Republic Act 8435) is a landmark legislation that aims to accelerate the pace of development of agriculture and fisheries. It prescribes a comprehensive set of policies and programs that aim to jumpstart agriculture and fisheries modernization.

Department of Agriculture Administrative Order No. 6 (1998), the Implementing Rules and Regulations of RA 8435, mandates the NAFC to assist the DA in the broad-based monitoring of the agriculture and fisheries modernization process (Rule 113.1).

The NAFC has initially embarked on monitoring agency compliance with the deadlines for the completion of various groundwork activities set under the law. It has since started to upgrade its monitoring activity to include examination of the more substantive provisions of the law.

**Programs and Services:**

**1. Livelihood Enhancement for Agricultural Development (LEAD) 2000 Program - Phase II**

LEAD 2000-II is an intervention program designed to support small-scale agriculture- and fishery-based undertakings nationwide and empower marginal farmers and fisherfolk. Specifically, the Program shall fund livelihood, capability building and marketing support undertakings for which local resources are not enough. The livelihood projects are envisioned to serve as the proponents' jumping board for gainful participation in agriculture and fisheries modernization. The capability building and marketing support undertakings are expected to enhance the potentials of the marginal farmers, fishers, rural women and farm youth in becoming successful entrepreneurs in agriculture and fishery.

**2. Goat Production Project for the Accelerated Hunger Mitigation Program**

This project will support the AHMP by increasing and upgrading the breeder base of goats. This shall be done through breeder stock infusion. They will be bred at the nucleus farms to produce genetically superior animals that shall be distributed to different multiplier farms throughout the country where priority will be given to the provinces of the AHMP with higher hunger incidence.

**3. Accelerating the Genetic Resource Improvement Program for Beef, Cattle and Small Ruminants**

The Program hopes to address the development of beef cattle and small ruminants through setting up the network of genetic farms in both private and government. New bloodlines and quality breeder stocks will be loaned to farmer groups and cooperators, and ranchers to upgrade their stocks.

**4. Multi- year Dairy Animal Procurement & Breeding Program to Upscale Heifer Production for the Local Dairy Industry**

The project seeks to initiate a government-private sector partnership in the business of establishing dairy breeding capacity and the production of dairy animals. Ten (10) dairy breeder farms will be established all over the country in partnership with the private sector. The National Dairy Authority, through this project, shall provide the base stocks (3,300 head) of these breeder farms which will serve as the source of dairy animal requirements of existing and new dairy project areas.

**5. Strengthening the Livestock Biotechnology Center**

The project will strengthen the capacity of the Department of Agriculture through the Philippine Carabao Center (PCC) to undertake relevant and meaningful research and development activities on animal biotechnology in the context of its new mandate to serve as the lead Livestock Biotechnology Institution of the DA. Improving capability and R & D activities of PCC shall focus on the following major concerns, involving large (cattle and carabao) and small ruminants (goat and sheep), namely: reproductive physiology, animal genetics and breeding, animal health, physiology of lactation and growth and animal nutrition.

**6. Strengthening capacities in Agricultural Policy and Agriculture and Fishery Trade Negotiations and Agreements**

**7. Expanded Human Resource Development Program**

The project shall involve provision of quality education and training on science and technology to accelerate social progress and promote total human development. Specifically, the project shall be governed by the following objectives: 1) Offer a program of continuing education for the DA, SUCs, and LGU staff and extension workers; 2) Expand existing program of scholarship for degree and non-degree trainings in national and international institutions for deserving technical, administrative, academic, scientific staff and extension workers, and practitioners in agriculture and fisheries; and 3) Expand existing program of scholarship for degree and non-degree trainings in agriculture and fisheries for capable and deserving youth particularly the children of smallholders, in order to encourage and support their

studies, services and professional careers in agriculture and fisheries.

**8. Enhancing Rural Employment through the Promotion of Village-based Dairy Enterprises**

This project involves the establishment and promotion of village-based buffalo dairy enterprises in poverty-stricken rural communities that help raise family incomes and create new job opportunities.

**9. Small Scale Irrigation Projects (SSIPs) for Upland Productivity and Resource Sustainability**

This project involves the rehabilitation / improvement of SSIPs nationwide. It improves the living conditions of upland farming communities through the creation of livelihood opportunities while protecting upland resources.

**10. Agrikultura: Kaagapay ng Bayang Pinoy Program (AKBAY Program)**

The AKBAY program is a newly approved program under the Japanese Grant Assistance for the Food Security Project for Underprivileged Farmers Program. This program intends to assist the poorest of the poor sector of the agriculture and fishery industry in the rural areas of the identified thirty one (31) poorest provinces in Luzon and Visayas that belong to the Priority One which includes Camarines Norte, Masbate, and Mountain province, for Priority Two, the identified provinces are Abra, Antique, Biliran, Camarines Sur, Kalinga, Marinduque, Negros Oriental, Occidental Mindoro, Oriental Mindoro, Palawan, Romblon and Samar while Priority Three provinces are Aklan, Albay, Apayao, Bohol, Capiz, Catanduanes, Eastern Samar, Ifugao, Iloilo, Leyte, La Union, Negros Occidental, Northern Samar, Southern Leyte, Quezon and Sorsogon as classified by the National Statistical Coordination Board.

The program aims to assist the local government units address the increasing incidence of poverty in their respective areas like 1) providing livelihood opportunities for the targeted poorest provinces; 2) enhancing employment generation in their localities; 3) providing additional sources of income; 4) strengthening the capabilities of the marginal sector; and 5)

facilitating marginal groups' participation in the agri and fishery decision making bodies.

The program started in year 2010 and this will be implemented within a period of three (3) years. This shall be coordinated by the Special Projects Division (SPD) in collaboration with its partners, the Agricultural and Fishery Councils, the DA Regional Field Units (DA-RFUs), and the Local Government Units (LGUs).

#### **11. Young Farmers Program**

The Young Farmers Program (YFP) was launched in 2003. A brain child of then Senator Ramon Magsaysay Jr., the program aims to address aging farmers and fishers by encouraging the youth, especially the young agriculture and fisheries graduates to venture into agribusiness. This entails enhancing their entrepreneurial skills and providing financial support for agri and fishery projects of their choice to enable them to contribute in the country's effort on food security, employment, globalization etc.

The program provides a maximum financial support of P300,000.00 per young farmer/fisher. The financial mix is 50:40:10 loan, grant and equity, respectively. The loan is from a financial institution, grant is provided by NAFC while the equity can either be the proponent's/LGUs equity. To ensure greater success rate of the funded projects, the youths undergo training on entrepreneurship, management skills, values formation, and hands-on/on-the-job-training on their chosen enterprise.

The program is coordinated/implemented by the National Agricultural and Fishery Council (NAFC). It draws support from the COCAFM, DA, AFCs, ATI, LGUs and State Colleges and Universities.

#### **12. Young Filipino Farmers Training Program in Japan**

For the past years, the National Agricultural and Fishery Council (NAFC) , in collaboration with the Japan Agricultural Exchange Council (JAEC) and the Japan Ministry of Agriculture, Forestry and Fisheries (MAFF) , have implemented the Young Filipino Farmers Training Program in Japan or YFFTPJ. This started way back in 1991 when the NAFC took over the management of

the program from the Agricultural Training Institute upon the recommendation of the JAEC. The implementation of this program is covered by a Memorandum of Mutual Understanding (MOMU) covering a period of five (5) years and a yearly Operational Details (OD).

The Young Filipino Farmers Training Program in Japan (YFFTPJ) offers an eleven (11) month "on-farm" training to young male farmers with ages ranging from 20-28 years old and at least high school graduates. Its aim is to enhance leadership potentials in agriculture and fisheries. The graduates of the program from 1986 -1999 had received re-entry assistance projects which helped them start up or expand their existing farm projects. This allows the trainees to apply what they had learned in Japan.

### **13. Expanded Special Vehicle Loan Fund**

The SVLF Program was first launched in 1972 by the Department of Agriculture (DA) through the National Agricultural and Fishery council ( NAFC ) formerly National Food and Agriculture Council (NFAC) , to provide motorcycle loans to production technicians involved in extension works for increased mobility.

With the implementation of the program, the timely and speedy delivery of basic agricultural and fishery technologies and services to farmers and fishermen especially those in the far flung areas have been achieved. However, due to the implementation of the Local Government Code of 1991, the agricultural production technicians were devolved to the LGUs making them ineligible to avail of the loan.

Recognizing the vital roles played by production technicians in the delivery of extension services being the closest link to farmers and fishermen, the NAFC expanded the Program in 1997 to accommodate devolved agriculture employees as well as the employees in agriculture sector in LGUs as a whole.

#### **How to avail of the programs:**

For more information/queries, visit, call at phone numbers (+63 2) 929.8234 and 920.3992, write or email Special Projects Division of NAFC at [nafcqc@gmail.com](mailto:nafcqc@gmail.com).

## **NATIONAL DAIRY AUTHORITY (NDA)**

### **Department of Agriculture (DA)**

NDA Building, BAI Compound

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The National Dairy Authority (NDA) is mandated to ensure the accelerated development of the Philippine dairy industry through policy direction and program implementation.

NDA envisions a vibrant local dairy industry providing wholesome, affordable milk to delighted consumers, building a nation of healthier children and wealthier farmers. It is tasked to accelerate dairy herd build up and milk production; enhance dairy business through the delivery of excellent technical services at farm and enterprise levels; increase the coverage of milk feeding programs and help reduce malnutrition; and mobilize broad support for local milk.

### **Programs and Services:**

#### **1. Herd Build-Up**

This program aims to ensure and accelerate the increase in both local dairy stocks and local milk production. Increase in local dairy herd may be realized thru the importation of genetic materials like dairy animals and dairy breeding materials, upgrading of existing local animals to dairy breed, production of replacement stocks thru dairy breeding programs like artificial insemination programs and multiplier farm establishment, and the preservation of existing stocks. Increasing the milking animals will significantly affect overall local milk production in the country. The following sub-programs concretize the herd build-up program.

#### **2. Save-the-Herd (STH) Program**

This program was designed to channel dairy animals into a scheme which will stimulate animal trading, dairy enterprise enhancement and herd conservation. Under this program, the

STH partner receives from NDA a dairy animal which he is obligated to rear, condition and impregnate according to prescribed dairy husbandry management standards.

### **3. Herd Infusion**

This includes importation of dairy stocks, diversification of sources and local procurement of dairy animals.

### **4. Improved Breeding Efficiency**

Breeding is a primary concern not only in building up the dairy herd but also in producing the right genetics that will produce significant volumes and augment the present milk production. Breeding services are regularly provided to maximize the reproductive capacity of dairy animals either thru artificial insemination or natural (bull) breeding. To keep track of these services and validate efficiency, computer-based monitoring of NDA- assisted herds, regular reporting on the ratio of pregnant animals to total breedable herd and tracking calving intervals are being done.

### **5. Animal Financing**

Tailoring of animal loan programs to the dairy business cycle and tapping new sources of affordable animal loans. Financing institutions are being tapped for this purpose. Presently though, with the current tight global financial situation, a payment-in-kind scheme is being pursued.

### **6. Palit-Baka Scheme of Dairy Animal Distribution**

Refers to the program whereby NDA distributes potential dairy animals to new but eligible and qualified participants who in a certain period of time, would resort to a payment-in-kind by way of female dairy animals.

### **7. Upgrading of Local Animals**

Another strategy used to increase the number of dairy animals is through upgrading. It is done by artificially inseminating local cattle with 100% purebred Holstein-Friesian semen. Calves born from upgrading programs are distributed to new farmers interested in dairying. Despite the longer waiting period to earn



money from upgrading, other farmers, LGUs and private organizations still prefer such approach to dairying because of the readily available native animals in their localities.

#### **8. Breeding/Multiplier Farm Operations**

Engaging and encouraging private-public partnership in producing local born dairy stocks to become major sources of affordable quality dairy animals.

#### **9. Bull Loan Program**

NDA delivers purebred and crossbred dairy bulls to Regional Field Units of the Department of Agriculture or other Dairy Bull project partners to be managed, trained and maintained for semen production, collection and processing purposes.

#### **10. Animal Health Services**

To enhance productivity among dairy animals and ensure profitable income for farmers. NDA technical staff delivered various animal health services, which included vaccination, testing and vitamin supplementation.

#### **11. Cooperative Development Services**

NDA provides technical assistance to dairy cooperatives in all identified dairy zones across the country.

NDA provides training in animal care and milk hygiene to ensure improved dairy farm profitability.

NDA personnel assist the cooperatives in the design and building of dairy infrastructures. NDA field personnel also makes occasional evaluation of existing dairy processing facilities in order to improve, redesign and upgrade them.

#### **12. Farmer Empowerment Efforts/Capability Building**

Conduct of training courses, workshops and consultative meetings on the following topics:

- Basic Dairy Husbandry
- Basic AI/PD Training
- Dairy Orientation, Workshop on Use of Lactoscan/Ekomilk

- analyzer
- Home-based Milk Processing Seminar
- Milk Feeding Coordinators Consultative Meeting

### **13. Market Assistance**

Fresh milk and other products produced and processed by NDA-assisted dairy farmers meet dairy industry standards. Customers-such as premium coffee shops and first-class hotels-are assured of quality items. Gouda cheese (Queso de Oro) has passed the discriminating test of cheese lovers. The cheese is produced by the Northern Mindanao Federation of Dairy Cooperatives (NMFDC) and distributed by the Dairy Development Foundation of the Philippines, Inc. (DDFPI). The product has been purchased by the Dutch flag carrier KLM as a corporate give-away and has also gained acceptance among chefs of first-class hotels. Panir (unsalted cheese) produced by the Sta. Maria Dairy Farmers Multi-Purpose Cooperative (SMDFMPC) is patronized by Indian customers.

### **14. Research and Development**

R&D efforts of the NDA are aimed at further improving efficiencies and profitability of its assisted dairy cooperatives and other players in the smallhold setting.

#### **How to avail of these services:**

Visit the nearest NDA office in your area.

## **NATIONAL FOOD AUTHORITY (NFA)**

### **Department of Agriculture (DA)**

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The National Food Authority (NFA) is vested the functions of ensuring the food security of the country and the stability of supply and price of the staple grain-rice. It performs these functions through various activities and strategies, which include procurement of paddy from individual bonafide farmers and their organizations, buffer stocking, processing activities, dispersal of paddy and milled rice to strategic locations and distribution of the staple grain to various marketing outlets at appropriate times of the year.

### **Programs and Services:**

#### **1. Procurement (Support to Farmers)**

NFA buys from farmers/farmers' organizations at the government support price to ensure market to accommodate farmer produce and enable farmers a fair return on production investment. This program is undertaken to ensure and establish manageable buffer stock in line with the agency's function of stabilizing consumer price levels and assuring an adequate and continuous supply of rice. This involves actual procurement from individual and organized small farmers at the government support price.

#### **2. Distribution (Consumer Protection)**

This Program aims to ensure that prices of staple rice and corn are reasonable and affordable to consuming public. This is undertaken through the various distribution strategies wherein rice is sold at different accredited market outlets such as accredited retailers, government agencies, private institutions/others.

#### **3. Special Project Disaster and Crisis Preparedness Program**

A 24-hour Operation Center (OPCEN) is activated during disasters and calamities to ensure the availability of rice within 24 hour response time upon occurrence, and stabilize rice

supply and prices within a two- week period during emergency and crisis situation.

#### **4. Indirect Market Interventions**

- **Farmers Option Buy Back**

Farmers have the opportunity to buy back the same volume of palay stocks sold to the agency within a period of six (6) months for resale to traders, millers when palay prices are better than NFA's support price.

- **Grains Exchange Program for Farmers Organizations and Retailers Association (GEPFORA)**

Under this program, NFA accredited farmers' organization can deposit their palay at a specified NFA warehouse and sell them in rice form to NFA licensed grains retailers' associations in another area using NFA's network of grains retailers associations and NFA's electronic trading (e-trading) system. Farmers' Organizations which participated in the Farmers as Importers (FAI) program may also utilize the GEPFORA in marketing their imported rice. They can deposit their imported rice at a specified NFA warehouse and sell them to NFA licensed grains retailers associations in another area in the same variety, if available, or in other imported rice variety available, using the NFA network of grains retailers and NFA e-trade system. Grains retailers associations shall also benefit from this program since they will have ready and direct access to more supply/source of local and imported rice.

- **Palay Marketing Assistance for Legislators and Local Government Units (PALLGUs)**

LGUs and Legislators shall enter into a marketing agreement with NFA where the farmer shall provide a premium in addition to the existing NFA support price, for the purchase of palay from the farmers. The provision of such premium shall entitle the LGUs/Legislators to the right to buy the subject stocks from NFA. Said stocks may be stored in any designated warehouse for free for four months. If the stocks are not withdrawn after the four-month free storage period, the NFA shall correspondingly charge the buyer with 1.5% carrying cost for the fifth until the 6th month, which is the maximum period of storage. Further, the NFA shall have the right to auction or sell the palay stocks if the buyer was not able to withdraw the same after six months of storage.

- **Corn Marketing Assistance Program for Industry Producers/Users**

Local Government Units (CMAPIPULGUs) - Similarly, this program is designed for private buyers with sufficient working capital and for lawmakers and heads of LGUs who may want to buy corn stocks for their constituents and enter into a marketing agreement with NFA.

- **Institutionalized Farmers as Distributors (I-FAD)**

The Farmers Organizations are given opportunity to directly participate in the distribution of imported rice. Farmers as partners in the implementation of food security and stabilization program of the government shall henceforth be allowed to undertake the distribution of NFA rice subject to certain rules and regulations formulated by the NFA.

- **Corn Development Fund (CDF)**

This is a loan assistance to corn producers and users (maximum of P10M) and grants (maximum of P0.5M). The loan can be used for the acquisition, installation and/or improvement of equipment and facilities for production, transport, warehousing and marketing. The grant component is for training, seminars and studies on corn.

- **Enhanced Electronic Trading System (EETS) for Corn**

A web-based trading system that serves an information exchange, a clearinghouse services and commodity trading system for corn buyers and sellers, through a network of Designated Depository and Withdrawal Sites (DDWS) and Corn Exchange Centers (CEC) linked electronically with each other through the internet. It provides the mechanism that can help corn sellers link with their market at the right place and right time, for better prices. Corn producers can have access to marketing data that will guide them in deriving the highest possible returns on their investments, by making concrete data-based marketing decisions. In the same manner, corn buyers can have direct access to available supply and price information on corn deposits of participating corn sellers, and eventually fill their requirements.

## **5. Industry Regulation and Development**

This involves the monitoring and enforcement of rules and regulations governing grains business, licensing and registration of all rice and corn business for a purpose of acquiring industry

information and ensuring rational distribution of grains business for optimum utility and profitability. It also includes the promotion of harmonious and productive relationship among rice and corn industry stakeholders to achieve sectoral efficiency, discipline and growth.

- **Licensing and Registration of Grains Businessmen**

Any person, natural or juridical, before engaging in the rice and/corn business must first apply for a license and/or registration in the prescribed application form, in triplicate copies to be signed by the applicant himself or by his authorized representative. This form can be secured from the NFA Regional or Provincial Office, where the grains business is located.

- **Total Quality Grains Management Program**

This program aims to synthesize existing and potential grains quality control procedures and techniques into an efficient management system for ensuring good quality rice in the agency. It includes the assessment of palay, NFA stocks and non-fortified milled rice stocks, sugar, corn and by-products.

- **Rice Fortification Program**

It is a joint program between NFA and DOH thru a Memorandum of Agreement (MOA) in June 2004 for the joint monitoring and review of the program for rice in consonance with the Philippine Fortification Act of 2000 or Republic Act 8976 which requires the implementation of the mandatory food fortification for rice with iron except brown rice and locally produced glutinous rice, including those milled and distributed by the NFA.

- **Private Sector Importation**

In line with the government's policy of removing the rice importation monopoly of NFA, all private grains businessmen (individual and entities) shall be allowed to undertake the rice importation which shall be part of the country's food security requirement. The private sector importation has two windows:

Window 1: Rice importation shall be subject to payment of duties/tariff taxes and other fees that may be required by the bank and Bureau of Customs.

Window 2: The NFA shall be charging a Service Fee for the rice importation of the private sector using the NFA tax expenditure subsidy.

- **ISO Certification**

NFA's Food Development Center was recertified to ISO 9001:2000 as a result of the 6th Surveillance Audit conducted on December 4, 2009, an indication that FDC has continuously complied with the standards set by Certification International Philippines, Inc. (CIPi).

## **6. Other Programs**

- **NFA Electronic Integrated Financial Operations Management Information System (NFA e-IFOMIS)**

Envisioned as a web enabled on-line information system consisting of NFA operations and financial transactions, that are linked together accessing one database. The development of an e-IFOMIS shall be used to:

- Collect, process, maintain, transmit and report data about financial and operations event;
- Support financial planning and budgeting activities;
- Accumulate and report cost and operations information;
- Provide facilities for adhoc queries within the data structure; and
- Support the preparations of financial statements, operations and other management reports.

- **The Rapid Food Production Enhancement Programme (RaFPEP)**

This Program has two distinct phases each supported by a project, namely the Rapid Seed Supply Financing Project (RaSSFIP) for the emergency phase of the one year (2009) followed by the Irrigated Rice Production Enhancement Project (IRPEP) for the developmental phase of 6 years (2010- 2015). RaSSFIP has the following components:

- Acquisition of Certified Inbred Seeds
- Storage of Acquired Certified Inbred Seeds
- Distribution of Acquired Certified Inbred Seeds
- Project Management
- Monitoring and Evaluation

- **The Agricultural Commodity Exchange System (ACES)**

A program developed into a functional commodity exchanged by the private sector with recognized government interventions in some key areas, like logistics support (communication services, office space, etc.) and manpower resources, at least in the critical stages. The ACES is expected to support the agricultural sector in terms of:

- Providing farmers a broader base to link with buyers/traders and consumers, thus giving them more opportunity to get better prices for their products;
- Providing corn buyers and sellers with alternative source and market for corn produce, respectively;
- Allow corn producers/suppliers/sellers to transact with corn users/buyers through an electronic exchange system;
- Allow corn producers/suppliers/sellers better income through a more efficient system of post-harvest processing that results in the sale of better quality produce and less marketing layers and cost;
- Educating farmers in the workings of the market thus preparing the realities of global competition.

- **NFA Grains Highway Program**

It is the supply chain that links production, post-harvest facilities and marketing activities including support to infrastructure in major rice and corn production and consumption areas for efficient delivery and timely movement of quality grains and cereals from the farmers to ultimate consumers. It shall be established in the 37 major rice producing areas located in different regions.

- **NFA Post Harvest Facility Assistance Program**

The program is designed to provide farmers priority access to NFA warehouses, milling facilities, mechanical dryers, truckscales at reasonable service rates.

- **The Asset Rationalization Program (ARP)**

The program aims at making significant positive changes on the capital structures of NFA. It is a total enumeration-review of existing NFA fixed assets relative to corporate needs and other resources. It is identifying near optimum use of existing



assets and prospective capital expenditures whenever more are needed.

- **NFA Asset Divestment**

The program is administered by the NFA Asset Acquisition and Divestment Committee (AADC), which recommends divestments for the NFA Council's approval. Divestments may be any of the following:

- Outright sale through bidding
- Financing under facility assistance program
- NFA Housing Program
- Delivery to PMO (Dacion en pago).

- **Anti-Red Tape Act of 2007 (ARTA)**

This is in compliance with Administrative Order No. 241, mandating the speedy implementation of Republic Act 9485, otherwise known as the "Anti-Red Tape Act of 2007 and its Implementing Rules and Regulations, an ARTA Executive Committee was created responsible in the study, review and re-evaluation of NFA's top 20 front-line services, the systems and procedures of availing the front-line services, the Customer Assistance and Complaint Unit, the campaign strategy against fixers, and to make such recommendations as may be necessary to modify or improve the prevailing system and procedure of providing services to the public. The Committee shall also be responsible for the adoption and implementation of Performance Management System - Office Performance Evaluation system (PMS-OPES), the formulation, adoption and implementation of a Citizen's Charter, and such other related matters within the ambit of RA 9485, with the end view of eliminating red tape and graft and corruption in the agency.

- **The Moral Renewal Program**

Pursuant to the provisions of Administrative Order No. 255 series of 2009, ordering and directing the heads of agencies to adopt and implement the Moral Renewal and Values Formation in their respective agencies, the NFA is mandated to adopt and implement a Moral Renewal Action Plan (MRAP) specifically:

- o To enhance values formation and ethical behavior of NFA's officials, employees and stakeholders through ethical leadership, and enhanced individual integrity; and
  - o To strengthen peoples' values to achieve zero tolerance for corruption in the NFA through strengthened systems integrity and monitoring, evaluation and affirmation activities.
- **The Enhanced Electronic Trading System (EETS) for Corn**

A web-based trading system that would provide commodity trading for buyers and sellers and information exchange and clearing house services through a network of trading centers linked electronically with each other through the internet. It shall provide the mechanism or system that can help corn sellers link with their market at the right place and right time for better prices.
- **The Irrigated Rice Producting Enhancement Program (IRPEP)**

A sub-programme of the Rapid Food Production Enhancement Programme (RAFPEP), a program of the national government toward rice self-sufficiency funded by a loan from the International Fund for Agricultural Development (IFAD) and a grant from the European Union (EU). NFA's role in the IRPEP is to provide the target beneficiaries with marketing and processing facilities. Under this IRPEP component, NFA will provide members of Irrigators' Associations (IAs) in Regions VIII and X with adequate and correct marketing information, facilitate their access to existing NFA/other government facilities and structures, provide post-harvest facilities (dryers and rice mills) for their use, and promote on-farm marketing mechanisms to improve farm-gate prices and reduce transaction costs for their produce. In order to effectively carry out its role, NFA will improve its existing information system and upgrade its post-harvest facilities with the necessary funding from the program.

**Who may avail of these services:**

Interested parties, grain traders, cooperatives, farmers, companies, government/private institutions, research institutions, the food industry, consumers, retailers, residents, all targeted beneficiaries

**How to avail of these services:**

Visit or call the NFA.

## **NATIONAL WAGES AND PRODUCTIVITY COMMISSION (NWPC)**

### **Department of Labor and Employment (DOLE)**

2<sup>nd</sup> & 3<sup>rd</sup> Floors, Dy International Building  
Gen. Malvar corner San Marcelino Streets  
Malate, Manila  
Phone: (+63 2) 527.5141/5519  
Telefax: (+63 2) 527.8014  
Email: [ipd.nwpc@gmail.com](mailto:ipd.nwpc@gmail.com)  
[www.nwpc.dole.gov.ph](http://www.nwpc.dole.gov.ph)

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The National Wages and Productivity Commission (NWPC) NWPC), as key policymaking body on wages, incomes, and productivity, has the following mandates:

- Fix minimum wages at the regional, provincial, and industry levels;
- Promote productivity improvement and gainsharing;
- Provide the necessary studies and technical assistance to enable workers and employers to conclude productivity agreements under Republic Act 6971 or the “Productivity Incentives Act of 1990”; and
- Act as the national consultative and advisory body to the President of the Philippines and Congress on matters relating to wages, incomes and productivity.

The NWPC is tasked to develop general policies and guidelines on wages, incomes, and productivity and exercise technical and administrative supervision over the Regional Tripartite Wages and Productivity Boards (RTWPBs).

The RTWPBs, on the other hand, are tasked to implement the wages, incomes, and productivity policies and programs in their respective regions.

### **Programs and Services:**

#### **1. Research and Policy**

- Advise the President and Congress on matters relating to wages, incomes, and productivity

- Determine and fix minimum wage rates at the regional, provincial, and industry levels
- Undertake researches and studies on wages and productivity
- Formulate policies and guidelines on wages, incomes, and productivity

## **2. Training and Consulting**

- Provide training courses on quality and productivity (Q&P) improvement for company owners, managers, supervisors, and workers of qualified small and medium enterprises (SMEs).
- Extend firm level consulting and technical assistance on the actual implementation of Q&P improvement projects for beneficiary-SMEs.
- Promote gainsharing schemes at the firm level.

## **3. Information and Publication**

- Render information services in the areas of wages, incomes, and productivity to walk-in and phone -in clients, as well as through the NWPC website and library.
- Disseminate publication and information materials on minimum wages and Q&P improvement and gainsharing.
- Conduct wage clinics or one-on-one consultation with clients on wage related concerns.

## **4. Facility Evaluation**

A program transferred from Bureau of Working Condition to the NWPC, pursuant to Executive Order No. 366. Through this program, employers and employees may decide and agree to consider meals, housing and facilities furnished by the employer to his/her employees as part of the wages/salaries of employees. This is done by deducting the determined/reasonable value of meals, housing and facilities from the current minimum wage due to the employees, subject to the agreement of the workers and employers. Enterprises who wish to avail of this scheme may inquire from the RTWPBs having jurisdiction in the area.

## **5. Time and Motion Study (Work Improvement and Measurement Study)**

A program transferred from Bureau of Working Condition to National Wages and Productivity Commission, pursuant to EO 366. This involves the conduct of time and motion studies (Work Improvement and Measurement Studies) to set production standards that are fairly equivalent to the daily minimum wage. RBs are bonded to conduct the study in accordance with the guidelines issued by the NWPC.

## **6. Productivity Improvement Programs**

### **• ISTIV Productivity Awareness Program (ISTIV-PAP)**

A values-driven human resource strategy for quality and productivity (Q&P) improvement that is rooted on the five ideal attributes of a productive individual. I stands for industrious, S for systematic, T for time-conscious, I for innovative, and V for strong value for work.

ISTIV is more than a program or a technique. It is a management concept that recognizes the value of human resource in bringing about the needed changes to improve quality of goods and services and the productivity of business enterprises.

While most Q&P programs and techniques focus on ways of doing things, ISTIV-PAP focuses on people and aims to instill a culture of positive change in the behavior of people in the organization. Thus, company owners, managers and workers are trained in the ISTIV technology on the premise that everyone in the organization must share common Q&P values in order to attain higher productivity levels. ISTIV requires that management commit itself to create a work environment that allows Q&P to flourish.

An ISTIV full-cycle training and consultancy runs from three (3) to six (6) months. The ISTIV training courses and consulting assistance are given free of charge. However, beneficiary-firms are asked to cost-share in the expenses for the training handouts, venue, food and other related expenses.

**Small and medium enterprises for ISTIV-PAP with the following qualifications:**

- o 3 million to 100 million asset size
- o 10 to 199 employees/workers
- o Filipino-owned (priority beneficiaries)
- o With basic systems in place (e.g. hiring/selection of employees, production and quality systems)

• **ISTIV Bayanihan**

ISTIV Bayanihan is a productivity program for Barangay Micro Business Enterprises (BMBEs) and micro business enterprises. The program is developed to support growth of the micro business enterprises by enhancing their productivity through improved management of teamwork and enhanced work values of people in the workplace.

The program utilizes the following strategies: (a) training, (b) networking, (c) referral, (d) recognition, and (e) communication. The program budget is sourced from the BMBE Development Fund.

BMBEs and micro business enterprises for ISTIV Bayanihan with the following qualifications:

- o With not more than 10 workers
- o With not more than 3 million asset size
- o Filipino-owned
- o Has started operations/improving on their business operations

• **Service Quality for Key Employment Generators**

A training intervention designed for workers in standard/economy hotel and restaurant establishments. It was developed in recognition of the industry's vital role as one of the country's key employment generators. In particular, the program aims to enhance the knowledge and skills of the industry's workforce by providing "Error-Free" service to its clients.

To gain support for this initiative, NWPC entered into partnership agreement with the Department of Tourism, Hotel and Restaurant Association of the Philippines, and Technical Education and Skills Development Authority.

Hotels and restaurants categorized as standard or economy/fast-food with the following qualifications may avail of this program:

- With basic systems in place (i.e. selection, hiring/recruitment)
- Committed to allow their workforce to participate in the SQ Program
- Willing to undertake quality improvement in the company

- **The 5S of Good Housekeeping**

An integrated concept of actions, condition and culture aimed at boosting productivity through basic housekeeping resources. It espouses a five-step program, namely: Sort, Systematize, Sweep, Sanitize, and Self-Discipline.

This initiative aims to provide and maintain clean, safe and orderly surroundings for all employees. It also advocates for a more comfortable and productive workplace as well as instilling discipline and orderliness as primary corporate values of the client firm.

- **Productivity Olympics**

A national competition of best productivity practices for MSMEs. Launched in 2008, its principal objectives are to intensify national awareness and commitment to quality and productivity; and showcase best productivity improvement practices.

All MSMEs are eligible to join the Productivity Olympics provided they complied with the following rules:

- Duly registered with the appropriate government agencies (DTI, LGU, SEC, CDA);
- Must have a productivity program, existing for at least (2) years preferably under the ISTIV program; and,
- Never been a recipient of the Productivity Olympics award at the national level.

- **Green Productivity Program**

The GP program is a strategy for enhancing productivity and environmental performance. The event was highlighted with the signing of the pledge of support for the Green Productivity Program by ten (10) government agencies namely: Department of Science and Technology (DOST),



Department of Tourism (DOT), Department of Energy (DOE), Department of Interior and Local Government (DILG), Department of Agriculture (DA), Department of Health (DOH), Metropolitan Manila Development Authority (MMDA), Development Academy of the Philippines (DAP), Department of Environment and Natural Resources (DENR) and Department of Trade and Industry (DTI).

**How to avail of these services:**

Visit, call, write or email NWPC or its network of RTWPBs.

**Occupational Safety and Health Center (OSHC)  
Department of Labor and Employment (DOLE)**

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Diliman, Quezon City  
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Fax: (+63 2) 929.6030  
Email: [oshcenter@oshc.dole.gov.ph](mailto:oshcenter@oshc.dole.gov.ph)  
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The Occupational Safety and Health Center (OSHC) is envisioned as the national authority for research and training on matters pertaining to safety and health at work. It provides the expertise and intervention mechanism to improve workplace conditions in the Philippines.

It has a dual mandate of protecting Filipino workers against accidents and illnesses and promoting workers' welfare through effective programs that enhance productivity, workers well-being and afford social protection to its client sector. The Center adopts a multisectoral strategy with its partners -- business, workers group, other Government and Non-Governmental Organizations and the Academe to fulfill its mandate.

The OSHC has been designated as the national CIS Center for the Philippines on July 1991 to become the focal agency which receives and disseminates information matters from CIS Center in Geneva and the Asia-Pacific Regional Program on Occupational Safety and Health based in Bangkok which is under the International Labour Organization (ILO) to members of the inter-agency committee and other data users in the Philippines. This is consistent with its critical responsibility to provide access and improve the quality of Occupational Safety and Health information in the Philippine workplace.

**Programs and Services:**

The Center shall serve as the authority on occupational safety and health in the areas of research, training, information dissemination and technical services.

## **1. Research**

The Center shall undertake studies and researches on all aspects of occupational safety and health. It shall focus on studies to:

- Prevent and reduce occupational and work-related injuries and illnesses;
- Continuously review and support the updating of the list of occupational illnesses as prescribed in PD 626, Employees' Compensation and State Insurance Fund ; and,
- Aid standard setting and enforcement of OSH Standards.

Relative to its research function, the Center, through its technical personnel, shall have access to employers' premises and records to study any fact, condition or matter which may be necessary in pursuance of said research activities. Such researches shall not be the basis of any action against any individual, employer or workers and shall be subject to the confidentiality of trade secrets under Rule 1006 of the Occupational Safety and Health Standards.

## **2. Training**

The Center shall build and strengthen a pool of capable trainers in OSH nationwide in partnership with stakeholders and shall take the lead in developing a training agenda in consultation with its partners and stakeholders.

The Center shall focus its efforts on planning, developing and implementing comprehensive and gender sensitive training programs in the field of occupational safety and health.

## **3. Clearing House of Information**

The Center shall serve as the clearing house of information and innovative methods, techniques and approaches in dealing with occupational safety and health problems. It shall develop mechanisms for information dissemination and exchange of workers, employers, general public and stakeholders through mass media, electronic media and other forms of dissemination such as publications, conferences, or consultations. It shall develop and strengthen a specialized library on OSH to serve both the Center's staff as well as clients' members and stakeholders. The OSHC shall function as the CIS Center of the ILO in the Philippines.

Information on OSH will range from prevention through workplace and community efforts to early detection through prompt and effective interventions and measures that reduce accidents, illnesses, impairments, among others.

#### **4. Technical Services**

The Center's expertise shall be extended to the workers, public and private sectors, trade unions and other workers' organizations and to other government and non-government institutions. It shall render technical assistance and advice as requested by clients in connection with specific OSH problems/issues. It shall proactively provide technical assistance in cooperation with the labor inspectors in cases of imminent danger, accidents, affecting both workers and the community.

The technical services may include the following:

- Medical surveillance
- Occupational health examinations
- Health hazard evaluation
- Work environment measurements
- Safety audit
- Development and issuance of technical guidelines
- Testing of personal protective equipment
- Evaluation of ventilation systems
- Formulation of policies and programs on OSH

#### **Coverage of services:**

The services of OSHC shall cover the preventive (primary, secondary, tertiary prevention) aspects of occupational safety and health in every workplace, public or private, SMEs.

#### **How to avail of these services:**

Visit, call, write or email OSHC

## **PHILIPPINE COCONUT AUTHORITY (PCA)**

### **Department of Agriculture (DA)**

PCA R&D Building

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Fax: (+63 2) 921.6173

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The Philippine Coconut Authority (PCA) is the sole government agency that is tasked to develop the industry to its full potential in line with the new vision of a united, globally competitive and efficient coconut industry.

PCA is mandated to oversee the development of the coconut and other palm oil industry in all its aspects and ensure that the coconut farmers become direct participants in, and beneficiaries of, such development and growth.

PCA has the following functions:

- Formulate and promote a strategic and comprehensive development program for the coconut and other palm oil industry in all its aspects;
- Implement and sustain a nationwide coconut planting and replanting, fertilization and rehabilitation, and other farm productivity programs;
- Conduct research and extension works on farm productivity and process development for product quality and diversification;
- Establish quality standards for coconut and palm products and by-products; and, develop and expand the domestic and foreign markets; and,
- Enhance the capacities and ensure the socio-economic welfare of coconut and palm farmers and farm workers.

### **Programs and Services:**

#### **1. Production Services**

- **Rehabilitation thru Fertilization (Salt Fertilization)**

Aimed at fertilizing fruit-bearing coconut trees using common salt or sodium (NaCl) to increase coconut productivity and improve coco resistance to pest and

diseases.

- **National Coconut Planting/Replanting (Participatory Coconut Planting Program)**

Coconut planting and replanting hectares using open pollinated varieties (OPVs) in identified idle open areas suitable for coconut planting, and in area where senile coconut trees are cut in accordance with the implementation of RA 8048.

- **Maintenance of Coconut Seedfarm/Seedgarden**

Maintenance of seedgardens are continuously being operated/undertaken in support of the long-term coconut planting/replanting program of the Authority.

- **Institutional Building**

Involves the continuing build-up of coconut cooperatives and coconut farmers organizations to enable the coconut farmers to become self-reliant producers and entrepreneurs towards the ultimate goal of self-empowerment to uplift their standard of living.

- **Farm Diversification (Intercropping)**

This involves the growing of short season and high value crops in between spaces of coconut trees such as corn, peanut, banana, cacao, coffee, pineapple, among others.

- **Kasaganahan Sa Niyugan ay Kaunlaran ng Bayan (KAANIB)**

This project seeks to promote coconut-based farming system as a lucrative agribusiness venture.

## **2. Market Development Services**

- **Investment/Trade Promotion**

This involves the participation in trade fairs/exhibits and conduct of missions, market match, industry dialogues to promote coconut products, both in local and foreign markets.

## **3. Research and Development**

- **Varietal Improvement** involves continuing researches on breeding and genetics, tissue culture and biotechnology.

- **Bio-Technology/Tissue Culture** involves continuing researches on the aforementioned to improve techniques for incremental productivity. This include embryo culture, germplasm exchange, cryo preservation and apply these bio-technological measures for better coconut varieties.
- **Crop Agronomy, Nutrition, Farming Systems** involves ongoing studies on mineral nutrition (MN), integrated soil fertility management under CBFS and sustainable cropping systems (SCS).
- **Integrated Crop Protection** is concerned with studies on the development of integrated pest management strategies for the control of *Oryctes rhinoceros*, slug caterpillar, phytophthora, weed management in coconut and the use of botanical biocides for the control of major pests of coconut and intercrops.
- **Product Development** involves ongoing researches and studies to lessen the industry's dependence on traditional coconut products and develop new coconut products and thereby broaden domestic and foreign exchange revenues.
- **Special Projects** involves ongoing researches and studies to develop alternative uses of existing coconut resources, coconut technology, and coconut by-products.

#### 4. Regulatory Services

- Strict implementation of RA 8048, otherwise known as Coconut Preservation Act of 1995.
- Registration of coconut products/by products traders/dealers, manufacturers and processors.
- Quality standard for high-value coconut products and by-products for export and referential purposes.

#### **Who may avail of these services:**

Coconut farmers and household members, cooperatives, MSMEs, professionals, investors, government agencies

#### **How to avail of these services:**

Visit, call, write or email PCA.

**PHILIPPINE COUNCIL FOR AGRICULTURE, AQUATIC AND  
NATURAL RESOURCES RESEARCH AND DEVELOPMENT  
(PCAARRD)**

**Department of Science and Technology (DOST)**

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Los Baños, Laguna

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536.5907/2330/2305/2383 local 264

Telefax: (+63 49) 536.0016 ♦ 536.7922

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Email: [pcaarrd@pcaarrd.dost.gov.ph](mailto:pcaarrd@pcaarrd.dost.gov.ph)

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The Philippine Council for Agriculture, Aquatic and Natural Resources Research and Development (PCAARRD) is one of the sectoral councils under the DOST.

The Council formulates policies, plans and programs for science and technology-based research and development in the different sectors under its concern. It coordinates, evaluates, and monitors the national research and development (R&D) efforts in the agriculture, aquatic and natural resources (AANR) sectors. It also allocates government and external funds for R&D and generates resources to support its program.

PCAARRD is engaged in active partnerships with international, regional, and national organizations and funding institutions for joint R&D, human resource development and training, technical assistance, and exchange of scientists, information and technologies.

It also supports the National Agriculture and Resources Research and Development Network composed of national multi- and single-commodity and regional R&D centers, cooperating stations, and specialized agencies.

As such PCAARRD has been a potent arm in catalyzing the Philippine AANR sectors toward self-sufficiency and global competitiveness.



## **Programs and Services:**

### **1. Strategic Research and Development**

Strategic R&D is the formative banner program, setting the trend for other S&T activities through its three components, namely: R&D agenda, development and maintenance of R&D information systems, and packaging of science-based information materials.

Components:

- **R&D Agenda**

The R&D agenda of the crops, livestock and forestry sectors were basically derived from 10 Industry Strategic Plans (ISPs) crafted by PCAARRD in collaboration with the National Academy of Science and Technology (NAST). The ISPs are for the following industry clusters: export fruit crops, vegetables, legumes and root crops, coffee and abaca, coconut and oil palm, ornamentals, rice and white corn, sugarcane, swine-poultry-yellow corn, pasture-ruminants, and forestry.

The initial ISP-derived R&D agenda in AFNR were presented to various stakeholders during a series of participatory consultations undertaken from May to October 2006 throughout the Philippines. The various concerns and interests of the stakeholders from the 14 regional consortia were integrated into the initial document.

The final integrated R&D agenda includes 31 specific commodities under the 10 industry clusters across 14 geographical regions. Implementation of the R&D agenda is expected to generate 101 products ranging from planting materials to ecotourism sites that cater to the particular needs of the five thematic program areas. The 31 commodities are further classified into major and minor commodities based on the regional interest and product niches. A commodity is recognized as major when six or more consortia have expressed commitment to support and carry out the commodity's R&D activities. Minor commodities are those included in the regional R&D agenda of less than six consortia.

- **Development and maintenance of R&D information systems**

PCAARRD will continue to provide timely, reliable and relevant data and information to its clients and beneficiaries. Particularly, it will provide information related to the generation and dissemination of technologies and products envisioned to be attained by 2010. Development and maintenance of needed information systems will be the major support activities.

- **Packaging of science-based information materials**

Information and technologies generated by the R&D programs and activities will continue to be disseminated to appropriate users in usable form and format.

## **2. R&D Results Utilization Program**

Beyond R&D work to develop products and services is a bigger effort to establish the channels to deliver the technological change to the end-users. PCAARRD plays a lead role in setting up this science technology-adoption link.

- **Investment Packages**

To greater utilize the technologies produced by the Philippine National Agriculture Research System (NARS) for productivity and profit in agricultural undertakings, the investment package was conceptualized. This is deemed beneficial to micro-, small-, and medium- enterprises (MSMEs) who want to invest on these technologies.

The investment package is a business proposal that works for an enterprise to look ahead, allocate resources, focus on key points, and prepare for problems and opportunities. Translating feasibility studies into investment package enables careful and exhaustive evaluation of the appropriateness and viability of technologies in specific locations and conditions.

The investment package includes the mission statement of the enterprise, the description and specific actions to carry out the strategic plans of the enterprise, market analysis, financial plan, and organizational structure of the enterprise (see Mechanics of implementation)

Currently, PCAARRD has implemented two investment packages, one on the commercial production of fresh bananas and the other on organic fertilizer.

\* Commercial production of fresh bananas

\* Commercial production of organic fertilizer

- **Intellectual Property Right Management**

PCAARRD IPR Management Program is to mainstream intellectual property management both in PCAARRD and in selected agencies of the NARRDS by developing the skills of researchers and research managers to manage intellectual property more effectively to facilitate the transfer of technologies to stakeholders. The strategies to operationalize the program shall be through:

1. Promotion to make researchers & research managers aware of IPR & technology transfer policies and guidelines
2. Technical assistance in the development of agency IPR policy
3. Technical assistance on IPR concerns of DOST-PCAARRD funded projects
4. Capability building on specific subject matters such as patent search

### **3. Policy Research and Advocacy**

PCAARRD ensures that the policy environment is conducive for S&T development and investment in the AFNR sectors. It thus continues to conduct analysis and advocacy on macro policy issues that impact significantly on the AFNR sectors.

Its areas of concern include global competitiveness, agricultural land use and agrarian reform, food security and poverty alleviation, natural resources sustainability and environment fertility, agricultural inputs and support services, crops, livestock, forestry and environment, agricultural resources management, and others.

### **4. Capacity Building and R&D Governance**

Essentially, new governance approaches are being explored to enhance the R&D systems management. The Council strengthens R&D accountability within the NARRDS and the

organization itself to ensure results and impacts from limited R&D funds.

It continues to explore new strategies in the following areas:

- DOST-DA-DENR RDE Convergence
- Centers of Research Excellence
- Regional R&D Management
- Capability Building
- Generating Resources and Linkaging
- Enhancing Accountability
- Harnessing ICT and IEC
- Knowledge and Technology Management

## **5. Databases**

- **Farmers Information and Technology Service information System (FITS IS)**

Farmers' Information and Technology Services (FITS) Information System, a web-enabled system, allows simultaneous updating of data by various FITS centers nationwide. In this manner, collection of important data and information in the agriculture, forestry and natural resources (AFNR) sectors is fast and easy.

- **Short Message Service (SMS)**

PCAARRD SMS enables clients to send queries as text messages over a mobile phone or computer and get a quick response to their questions.

- **Micro, Small and Medium Enterprises (MSMEs)**

Automated agro-industrialization tool for various MSMEs highlighting technical assistance of PCAARRD and Regional Consortia.

- **Research and Development Management Information Systems (RDMIS)**

On-line system containing comprehensive inventory of new, ongoing and completed AFNR R&D projects evaluated and approved by PCAARRD & undertaken by the agencies in R&D network.

- **Human Resources Information System (HRIS)**

On-line system to collect, systematize, process and retrieve relevant and updated information pertaining to human resources in AFNR. The system will pave the way for improved planning, implementation, monitoring and evaluation of human resource development.

- **Online Submission & Evaluation of Proposals**

On-line system for the submission and evaluation of R&D proposals via the PCAARRD web site. The system captures actions/comments of the different evaluators and allows tracking of the proposal status during the whole process of evaluation for info or proponents with submissions.

First-to-file information will be electronically captured at the consortium level immediately upon the proponent submissions of the capsule proposal.

- **Trainings Database**

Contains inventory of training conducted by PCAARRD. System facilitates online registration of participants, as well as captures their ratings & feedbacks.

- **RETRES in ISIS Online**

On-line retrieval system on abstracts & bibliographic information of PCAARRD & NARRDS' research reports and thesis/dissertations.

## **6. Human Resources Development Center**

PCAARRD through its Human Resource Development Center (HRDC) is now offering the services of the Bulwagang Panday Karunungan (BPK) to both PCAARRD and non-PCAARRD users.

BPK was constructed primarily to serve as a center for developing the capabilities of the National Agriculture and Resource Research and Development System (NARRDS) and the PCAARRD Secretariat to plan, coordinate, implement, monitor and evaluate research and technology development programs supportive of the country's Medium-Term Development Plan. Moreover, it serves as the heart of information and knowledge on research and technology

management in Agriculture, Forestry and Natural Resources (AFNR).

BPK, a four-story building, which occupies an area of 1,464 square meters, operates both as a venue for training, seminar, conference and workshop and as an information center.

It has the following amenities:

- A One-Stop Information Shop (OSIS), a repository of various information and technologies on agriculture, forestry, and natural resources generated by researchers and scientists all over the country.
- A main conference hall, fully air-conditioned and carpeted that can accommodate 100 persons or more.
- An ICT training room, equipped with computers that can accommodate 32 persons.
- Two air-conditioned training rooms that can accommodate 12 and 20 persons respectively.
- Ten air-conditioned lodging rooms that can accommodate 50 persons at any given time.
- The guesthouse, a self-contained building that can accommodate 15 persons. It has two air-conditioned rooms and two non-air-conditioned rooms, as well as living and dining areas.
- The duplex has three bedrooms with dining and kitchen areas.
- The PCAARRD canteen, which is adjacent to the BPK, provides complete meals, catering services and even fine dining.
- A basketball and a tennis court.
- Spacious parking area.

**Who may avail of these services:**

MSMEs, farmers, entrepreneurs, other industry stakeholders.

**How to avail of these services:**

Clients can access the information services through walk-in visits, telephone, fax, e-mail and surfing the websites. They can also access information from other entities connected to the internet through the information systems. The PCAARRD website serves as the gateway to the various web-based information systems and databases relevant to the AFNR sectors.

**PHILIPPINE COUNCIL FOR INDUSTRY, ENERGY AND  
EMERGING TECHNOLOGY RESEARCH AND  
DEVELOPMENT (PCIEERD)**

**Department of Science and Technology (DOST)**

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[www.pcieerd.dost.gov.ph](http://www.pcieerd.dost.gov.ph)

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The Philippine Council for Industry, Energy and Emerging Technology Research and Development (PCIEERD) is the consolidation of the Philippine Council for Industry and Energy Research and Development (PCIERD) and the Philippine Council for Advanced Science and Technology Research and Development (PCASTRD) following DBM's approval of its Rationalization Plan last 29 June 2010, in accordance with the provisions of Executive Order No. 366.

PCIEERD is tasked to perform the following functions for the development of national competence in research and development strategic areas of industry, energy and emerging technology sectors in the country:

- Formulate national policies, plans, programs and strategies.
- Program and allocate government and other external funds for research and development in industry, energy and emerging technologies.
- Provide mechanism of assessment, evaluation and monitoring of programs and updating of national R&D plans.
- Develop and implement resource generating strategies to support the programs for the sectors.
- Support the development of institutions and R&D human resource pool.
- Establish, develop and maintain local and international technical cooperation linkages.

- Develop and implement programs for the optimal utilization, transfer and commercialization of technologies and other research outputs.
- Establish, develop and maintain an effective system for the acquisition and dissemination of research information.

## **Priority Sectors**

The PCIERD undertakes an aggressive application of S&T in harnessing the country's capabilities by providing continuing support to R&D, technology transfer and information dissemination in the following sectors:

### **Sectoral Coverage and R&D Priorities**

- **Industry**
  - Electronic and Semiconductor Industries
    - Process control electronics and instrumentation
    - Embedded systems and controls
    - Communication technologies
    - Robotics and automation
  - Mining and Minerals
  - Metals and Engineering
  - Food Processing
    - Food Biotech
    - Functional Foods
    - Natural Products
    - Packaging
    - Food Safety
    - Product Innovation
- **Energy**
  - Alternative Sources of Energy
    - Bio-fuels/Alternative fuels
  - Energy Efficiency
    - Renewable Energy
    - Energy Efficiency and Conservation
  - Transportation
- **Emerging Technologies**
  - Materials Science/Nanotechnology
    - Nano-materials and Nano-composites



- Solar Energy Device
  - Nano-sensors and actuators
  - Nano-based delivery systems
  - Nano-based environmental remediation systems
- Genomics
  - Capability building for genomics research for health, agriculture and other applications
- Biotechnology
  - Agriculture and Food
  - Environment and Natural Resources
  - Energy
  - Industry/Manufacturing
  - Health
- Information and Communications Technology (ICT)
  - Ubiquitous/Pervasive Computing
  - Human Machine Interaction
  - Computational Systems and Service
  - Digital Media, Creative Content, Management Service
- Space Technology Applications
- Other Emerging Technologies
- Special Concerns
  - Climate Change Adaptation
  - Disaster Risk Management and Mitigation
  - Environmental Issues
    - Water S&T
    - Clean Technologies
    - Mining and Minerals

### **Programs and Services:**

- **Support for Research and Development**  
The program provides support for the conduct of R&D projects to implement the sectoral R&D agenda in industry, energy, and emerging technologies.
- **Human Resource Development**  
The program offers Scholarships for MS and PhD as well as thesis/dissertation grants in PCIEERD priority areas.

Other schemes to develop human resources capability are also offered under this program, namely:

- Research fellowships
- Visiting fellowships
- Support for the conduct of technical training courses, seminars and conferences.

- **Institution Development**

The program aims to strengthen the capability of institutions to undertake research in S&T fields included in PCIEERD priority areas.

It also provides support for equipment acquisition and upgrading of library resources.

- **Information Dissemination**

The Council undertakes sustained programs for information dissemination to facilitate access to and utilization of information and research results by the industry, the business sector, and other potential technology users.

- **Support for Technology Transfer and Commercialization**

The program aims to fast track the transfer and commercialization of research results of projects supported by PCIEERD as well as those generated by collaborators from universities and research institutes.

Mechanisms include capacity building programs, technology assessment, promotion, intellectual property and technology management.

- **Policy Development and Advocacy**

The program aims to analyze, review, formulate, and recommend policies and regulations to support the development of priority sectors of PCIEERD.

Activities are pursued in collaboration with experts, technology users, and other stakeholder groups of the Council.

- **Support for High Impact Technology Solutions (HITS)**

This program provides support to S&T projects with high socio-economic impact and those addressing government thrusts such as:

- Disaster mitigation to ensure integrated and safe communities;
- Environment protection for sustainable use of resources; and,
- Other areas, as the needs arise.

**Who may avail of these services:**

MSMEs, the academe, professionals, government agencies

**How to avail of these services:**

Visit, call, write or e-mail PCIEERD.

**PHILIPPINE FISHERIES DEVELOPMENT AUTHORITY (PFDA)**  
**Department of Agriculture (DA)**

2<sup>nd</sup> Floor, PCA Annex Building 1  
Elliptical Road, Diliman, Quezon City  
Phone: (+63 2) 925.8474  
Telefax: (+63 2) 925.6141  
[www.pfda.da.gov.ph](http://www.pfda.da.gov.ph)

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The Philippine Fisheries Development Authority (PFDA), a government-owned and controlled corporation attached to the DA, was created to promote the development of the fishing industry through the provision of post-harvest infrastructure facilities and essential services that improve efficiency in the handling and distribution of fish and fishery products and enhance their quality.

**Programs:**

**1. Regional Fish Ports Program**

The Regional Fish Ports Program involves the provision and operation of fish port complexes in strategic fish landing centers nationwide. These fish ports are equipped with facilities such as breakwater, landing quay, market halls, refrigeration and processing facilities, slipway, and related facilities. In particular, the program addresses the needs of the commercial fishing boat operators, municipal fishermen, and fish processors/exporters, among others.

A total of eight (8) fish port complexes in Navotas, Sual, Lucena, Camaligan, Iloilo, Davao, Zamboanga and General Santos are being managed by PFDA under this program.

**2. Municipal Fish Ports Program**

This program caters to the post-harvest requirements of sustenance fishermen. It entails the provision of smaller fish landings and market facilities in selected fishing communities nationwide. Some of these municipal fish ports act as satellite ports for the regional fish ports. The PFDA provides the needed training on ports operations and maintenance for the eventual turnover of the ports' management to the local government units (LGUs).

At present, 50 MFPs have been turned over to the concerned LGUs and one remains under PFDA and LGU joint management.

### **3. Ice Plants and Cold Storage Program**

To help satisfy the ice requirement of the fishing industry, PFDA embarked on the Ice Plants and Cold Storages Program (IPCS). The various IPCS located in several fishing centers of the country are provided with ice making machines of different magnitudes and cold storages of varying capacities. This program caters to the needs of processors, exporters, fishermen and fisherfolks.

#### **Major Services:**

Being a developmental government institution, the PFDA performs the supportive role of providing the fishing industry with a nationally integrated fisheries infrastructure by strong institutional linkages.

Particular, the services it offers to the industry are:

- Management, operations, and development of regional commercial fish port complexes located in strategic areas in the Philippines;
- Establishment of ice plants and cold storages, municipal fish ports, warehouses, factory buildings and other structures necessary for the development of the fishing industry;
- Lease of commercial and industrial areas within the fish port complexes;
- Conduct of training on Hazard Analysis Critical Control Points and Good Manufacturing Practices and on the operation and management of municipal fish port; and,
- Monitoring, compilation, and dissemination of fishery statistics and information necessary in the conduct of business activities and policy formulation.

#### **Investment Opportunities:**

The PFDA strongly encourages the participation of the private sector in the development of the fishing industry. Its facilities are open to private investors who are permitted to do business in the Philippines, regardless of nationality. Specifically, areas where prospective investors can invest in and avail of the services and facilities of the PFDA are:

### **1. Fish Trading**

Investors can be fish brokers/consignaciones, fishing boat/vessel operators, or fish buyers/traders/viajeros.

The regional fish port complexes and the municipal fish ports have landing facilities that fishing boat/vessel operators can use to unload their catch. Likewise, market halls are provided near the landing areas where the fish brokers/consignaciones and fish buyers/traders/viajeros can transact business and dispose of the catch of the fishing boat/vessel operators. Traders can also supply ice at the market halls during trading hours in Navotas Fish Port Complex.

### **2. Fish Processing**

Facilities for processing fishery and other aquatic products are available in the regional fish port complexes. Prospective investors can lease an area in the refrigeration building of any of the fish port complexes, except Navotas, and convert it into a processing plant. Raw land is also available in all the ports for an investor to lease and build his own plant. The complexes are equipped with ice plants, cold storages, and freezers which investors can use in processing. Similarly, fishermen's association or sustenance fishermen can put up their own processing business by leasing the small-scale fish processing centers of PFDA. The Authority provides free training on processing technologies and on other operational needs of the association or the fishermen.

### **3. Fish Transshipment**

Davao Fish Port Complex can be used as transshipment point of tuna and tuna-like species. Transshipment agents and foreign fishing vessel operators are welcome to transact business in the port. A one-stop-action center is operational in Davao to facilitate documentary requirements.

### **4. Operation of Ice Plants and Cold Storages**

PFDA embarks on the construction of small-scale ice plants and cold storages located in fishing centers all over the country. These facilities are leased to private investors who will operate and maintain them. Raw land is also available for lease in the regional fish port complexes on which ice plants and cold

storages can be constructed and operated by private businessmen.

#### **5. Auxillary Investments**

Prospective investors in auxiliary industries are also welcome to invest in the regional fish port complexes. Fuel depots, ship repair yards, fishing supplies shops, fishing net repair shops, and other fishery-related businesses, even food stalls, can be established in these PFDA investment centers.

#### **Who may avail of these services:**

MSMEs, investors, LGUs, private sector, fish buyers/ traders/ viajeros, fish brokers/consignaciones, etc.

#### **How to avail of these services:**

Visit, call, write or e-mail PFDA.

**PHILIPPINE TEXTILE RESEARCH INSTITUTE (PTRI)**  
**Department of Science and Technology (DOST)**

General Santos Avenue

Bicutan, Taguig City

Phone: (+63 2) 837.2071 to 82 local 2360

Telefax: (02) 837.1325

Email: [ptri@dost.gov.ph](mailto:ptri@dost.gov.ph)

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The Philippine Textile Research Institute (PTRI), as a line agency of the Department of Science and Technology (DOST) supports the local textile and allied industries achieve global competitiveness through utilization of indigenous resources, and development of technical competence in textile production and quality assurance.

**Programs and Services:**

**1. Nanotechnology Program**

- Water-Repellent and Antimicrobial Ag-SiO<sub>2</sub> Polymer Nanocomposite Finishing Technology for Natural Fiber-Blended Textiles
- Electrospun Nanofibers from Indigenous Philippine Fibers

**2. Biocomposites and Functional Textile Program**

- ZnO/Carboxymethyl Chitosan Bionanocomposite on Natural Fiber-Blended for UV-Protection and Antibacterial Functionalities for Apparels
- Indigenous Fiber-Blended Fabrics with Scent-Infused and Mosquito-Repellent Properties Based on Beta-Cyclodextrin Controlled Release System
- Nonwoven Abaca Fabrics as Reinforcement for Polyester Composite
- Cellulose Regeneration from Pineapple and Banana Dissolving Pulp

**3. Material Utilization Process Development Program**

- Enzyme Finishing Treatments for Single and Plied Natural Fiber-Blended Yarns
- Design and Prototyping of Mini-Degumming Set-up



- Assessment/Adaptation of Benguet Silkworm Breeds under Misamis Oriental Conditions
- Evaluation of the Physico-Chemical Properties of Eri Silk (*Philosomia ricini*) and its Economic Viability for Fabric Production
- Development of Natural Dye Printing Paste with Improved Quality and Shelf-Life Information, Education and Communication (IEC) Materials Development and Dissemination

#### **4. Technical Services**

- **Physical and Chemical Testing**

The Institute has a laboratory that is equipped with modern instruments capable of undertaking different physical and chemical tests to determine the level of quality of yarns, fibers, fabrics, auxiliaries, chemicals and dyestuffs used in textile production.

- **Textile Processing Services**

Processing evaluation for the optimum utilization of textile raw materials such as the continuous dyeing of blends of cotton/polyester fabrics; processability of locally available fiber by the local spinning system; and fabric manufacturing through handloom weaving are being done at the Institute's pilot plant. The technical assistance to handloom weavers includes the utilization of new and varied end-products for the domestic and foreign markets.

#### **5. Technology Transfer, Promotion and Library Services**

- **Industry Skills Training**

PTRI provides technical training to help produce high-quality, skilled workforce in the textile and garment industry and allied micro, small, and medium-scale enterprises to ensure reliable and efficient work performance, production, and increased employment. The Institute extends technical support and expert assistance on manpower and skills development programs of DOST, the Department of Trade and Industry, other government and non-government agencies for countryside development.

Upon request, the Institute conducts in-house seminars and workshops on textile and textile-related training courses for reasonable fees or sends experts to the regions under the Small Enterprise Technology Upgrading Program of DOST.

Actual production machineries are used during the in-house courses and/or on-the-job training on textile processing and quality assurance.

The training courses, based on continuous Training Needs Analysis, have significantly contributed to improved production and quality of textiles, decreased unemployment rate of the country, and generation of additional dollar earnings.

These services are designed for students, entrepreneurs, out-of-school youth, traders, merchandisers, and related groups.

- **Technology Business Incubator**

Budding entrepreneurs are encouraged to venture on business that employs textile technologies particularly on natural and synthetic dyeing. With its pool of seasoned experts, PTRI offers contract research and consultancy services to facilitate start-ups in growing into a full-blown enterprise. Networking and linkage support with garment and allied industries, leasable space, dyeing facilities, and assistance in scouting for funds are included in the services. The Institute ensures that innovation in the local industry is continuous through developing, disseminating, and commercializing viable technologies.

- **Educational Tours and Visits**

DOST considers building up science and technology consciousness among the public vital in orienting the youth on science careers. PTRI lives by this principle by accommodating visits from textile-oriented schools and other interested groups and conducting guided tours to the laboratory and pilot plant facilities of the Institute.

Plant tours for students on field trips are held on Wednesdays if amenable to the requesting party. Otherwise,

the requesting party sends a justification letter addressed to the Director explaining the need for a visit on another day.

Visits of non-students, individuals or groups not exceeding 20 members, are arranged depending on the availability of the facilities and resource persons. Testing laboratories can accommodate only six persons at a time.

- **S&T Exhibits**

Information on PTRI's range of technical services and recent developments in its research efforts on natural fibers and dyes sourced from tropical plants is displayed at DOST-sponsored science and technology fairs. The Institute also participates in exhibits and trade expositions organized by other agencies. Textured fabrics swatches in rich hues, export-quality products, and informative posters are laid out according to each event's theme. In addition, PTRI maintains a showroom of natural fabrics in formal and office wears as well as tapestries and other handcrafted items created using PTRI-developed technologies.

- **Information and Library Services**

The Institute addresses the information needs of textile millers, researchers, technology managers, students, entrepreneurs, and the general public. PTRI houses a collection of reference, books, foreign and local journals, theses and dissertations, periodicals and ephemeral literatures on textiles and related subjects.

## **6. Technologies Ready for Commercialization**

One of the mandates of the Philippine Textile Research Institute (PTRI) as a line agency of the Department of Science and Technology (DOST) is to undertake the transfer of completed researches to end-users or via linkage units of other government agencies.

Through the transfer of the developed technologies to end-users in the textile industry sector and textile-based cottage, small and medium scale industries, it is hoped that new textile-based industries in the countryside would be developed.

Most of the technologies presented here could be availed of through on-the-job training and/or seminar/workshops offered by the Institute. Seminar/workshops are done in-house or throughout the regions and provinces.

### **Natural Fibers**

- Indigenous Fibers Pretreatment Technology
- Indigenous Fiber-Based Yarn and Fabric Technology

### **Natural Dyes**

- Natural Dyeing Technology
- Production of Powdered Dyes

### **Sericulture and Silkwaste Utilization**

- Cocoon Post-Harvest Technology
- Cocoon Production Technology
- Hand Spun Silk Yarn Production
- Moriculture Technology
- Silk Floss/Flat Silk Production
- Silk Cocoon Flower Making
- Silk Filament Throwing
- Mechanized Handspinning Technology

### **Weaving**

- Handloom Weaving
- Advance Handloom Weaving
- Basic Handloom Weaving
- Double Sley Mechanism for Handloom Equipment
- Ikat Weaving Technology
- Dobby Weaving
- Silk Abaca Handloom Weaving
- Therapeutic Handloom Weaving

### **Pinukpok Processing**

- Improved Pinukpok Fabric Technology
- Pinukpok Processing Technology
- Mechanized Rotary Press for Pinukpok Process

### **Colormatching and Dyeing**

- Synthetic Dyeing of Indigenous Fibers
- Optimized Bleaching and Dyeing of Fibers
- Tie-Dyeing Technology

## **7. Publications**

- **PTRI Annual Report**

This report highlights the accomplishments of the Institute. These accomplishments were made in response to the needs of our clientele, especially in terms of providing S&T solutions that improve the productivity, quality and marketability of the produce of the SME sector.

- **Samay Bulletin**

Samay Bulletin is a technical and semi-technical publication of Philippine Textile Research Institute. It documents researches and activities on textiles and related fields.

- **Gampol: A Compendium of Philippine Dye-Yielding Plants and their Application**

Gampol Volume 1 and Volume 2 are publications of the PTRI-DOST documenting the various botanical sources of natural dyes. It features the developed technologies on the extraction and dye application of the dye sources (Volume 1) and the powder production and utilization technologies (Volume 2). The brief review of the chemistry of natural dyes, industry background, prospects and the other technologies vital in successful dye application are also featured.

- **Human Face of PTRI S&T Intervention**

The compilation of the "Human Face of S&T Interventions" brings into focus the kind of empowerment S&T connecting with people, fulfilling hopes and making dreams into realities.

- **Kalamata: A Source Book of PTRI Weave Designs**

Kalamata a source book of PTRI weave designs would benefit not only the handloom weaving industry but could entice would-be weavers into engaging or creating their own

innovative handloom woven products from indigenous fibers. It could also propel them to be more competitive as they trod the paths toward global competition.

- **Pretreatment and Dyeing of Indigenous Plant Materials for World Class Products**

Handbook on "Pretreatment and Dyeing of Indigenous Plant Materials for World Class Products" is intended for our small and medium enterprises (SMEs) especially the handicraft sector as a standard guide for their products. They can achieve a plethora of new designs with the proper pretreatment and dyeing methods.

**Who may avail of these services:**

Garment manufacturers/exporters, textile-based MSMEs, students, trade test centers, textile and CDA traders, among others.

**How to avail of these services:**

Send request to PTRI or visit the PTRI office. A minimal fee will be charged for services.

## **SCIENCE AND TECHNOLOGY INFORMATION INSTITUTE (STII)**

### **Department of Science and Technology (DOST)**

DOST Complex

Gen. Santos Avenue, Bicutan, Taguig City

Phone: (+63 2) 837.2191

Telefax: (+63 2) 837.7520

[www.stii.dost.gov.ph](http://www.stii.dost.gov.ph)

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The Science and Technology Information Institute (STII) is one of the service institutes under the DOST and functions as the information and communications arm of the department.

STII was created to: (1) establish and develop a science and technology databank and library; (2) disseminate science and technology information; and, (3) undertake training on information and science and technology.

### **Programs and Services:**

#### **1. Operation of S&T Information Services**

- Library operations covering multimedia materials acquisitions, cataloging and classification
- Literature search, reference, and referral services
- Current awareness services
- Document delivery services
- Documentation
- Database development and maintenance
- Production of in-house S&T publications
- Training and consultancy on IT, S&T information handling, processing and services, and;
- IT support

#### **2. S&T Promotion and Advocacy**

These include activities that bring S&T information to the public especially those from the remote and marginalized sectors of society.

- Information gathering, processing packaging, and dissemination to different media such as print, broadcast, radio, TV and new media
- Drafting and editing of speeches, messages, and DOST documents
- Production of media guides, posters, and customized promotional materials
- Development of audio-visual packages (institutional, instructional, documentary)
- Media relations and related networking activities
- Regional information extension
- Special communications projects
- DOST public affairs support

STII also administers and acts as secretariat to the DOST Science and Technology Information Network of the Philippines (SciNET-PHIL), the consortium of libraries and information units of the DOST System including its regional offices.

**Who may avail of these services:**

MSMEs, youth, entrepreneurs, general public, etc.

**How to avail of these services:**

Visit, call, write or email STII.



## **TECHNOLOGY APPLICATION AND PROMOTION INSTITUTE (TAPI)**

### **Department of Science and Technology (DOST)**

DOST Complex

Gen. Santos Avenue, Bicutan, Taguig City

Phone: (+63 2) 837.6188 ♦ 838.1147 ♦ 837.2071 local 2151

Fax: (+63 2) 838.1112 ♦ 837.2936

Email: [tapi@dost.gov.ph](mailto:tapi@dost.gov.ph)

[www.tapi.dost.gov.ph](http://www.tapi.dost.gov.ph)

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The Technology Application and Promotion Institute (TAPI) is one of the DOST's service agencies whose primary responsibility is to promote the commercialization of technologies and market the services of other operating units/agencies of the DOST.

### **Programs and Services:**

#### **1. Technology Information and Promotion Division**

TIPD is the division that promotes DOST's key technological innovation strategies. It has a wide range of programs designed to raise the level of awareness of various clients in the areas of technology application and utilization. These programs are:

- **Academe/Industry Prototype Development Assistance Program**

Provides financial support for the fabrication and testing of commercial prototypes in order to shorten the interval between the development stage and actual use of available technologies

- **DOST Expositions and Fairs Program**

Serves as an excellent platform for the multisectoral dissemination, sharing and exchange of scientific and technological ideas and information including recognition for exhibits and exhibit materials such as product/technology displays, publications, and other promotional items

- **Technology-Based Enterprise Development Assistance Program**

Aims to boost the country's technology-based enterprises by giving financial and technical assistance to micro, small and medium enterprises (MSMEs) in the areas of setting up and operation of pilot ventures

- **Investors' Forum Program**

Seeks to convert technology-based opportunities into actual business investments by bringing together technology generators and potential investors to discuss possible new business ventures

- **Promotion Materials Assistance Program**

Grants financial support for the preparation and publication of promotional materials such as brochures/ leaflets/ flyers and tarpaulins

- **DOST Technology Training Center (DTTC) Program**

Envisioned to expedite technology transfer in the country by providing financial assistance in the preparation and conduct of technology training courses, development of training modules and production of self-learning videos on specific DOST technologies for the benefit of entrepreneurs, technical personnel from industries, inventors, educators and trainers.

- **DOST Display and Exhibit Center (DEC)/ Business Assistance Center (BAC)**

The DEC acts as the permanent showroom presenting the DOST and attached agencies' key programs and services through photo exhibits, prints, handouts and prototypes of the technologies on display.

The BAC, on the other hand, serves as the clearinghouse for TAPI's visitors, and a venue for one-on consultations between technology generators and potential users.

## **2. Investment and Business Operations Division**

IBOD is a division of TAPI tasked to advance the application of new technologies in industries, communities and the academe

by providing financial support and business operations improvement services. IBOD's programs are as follows:

- **Consultancy for Agricultural Productivity Enhancement (CAPE) Program**  
Aims to institutionalize effective farm management strategies to improve agricultural productivity. The Department of Science and Technology (DOST) thru the Technology Application and Promotion Institute (TAPI) provides consultancy teams to undertake productivity studies for qualified agri-based enterprises
- **Manufacturing Productivity Extension (MPEX) Program**  
Assists small and medium enterprises (SMEs) in the manufacturing sector to attain higher productivity through improvements in the overall operation of the firm. The program fields productivity consultancy teams composed of industrial engineers and experts to undertake productivity consultancy services throughout the country.
- **Venture Financing Program**  
Aims to provide the impetus to push and accelerate the commercialization of new and emerging technologies/inventions by providing the necessary funding support to start-up and technology-based expansion projects. It shall determine and package the type of assistance needed for a particular technology to cover the wide spectrum of technology commercialization activities.
- **Small Enterprise Technology Upgrading Program - DOST-Academe Technology-Based Enterprise Development (SETUP-DATBED) Program**  
Aims to develop entrepreneurial competencies among students, young professionals including out of school youths in selected academic institutions and non-governmental organizations while at the same time creating income generating projects for the involved institutions. The Program will function as feeder program under DOST's SET-UP in accelerating the establishment of the small-scale technology-based enterprises in the countryside.

- **S&T Experts Volunteer Pool Program (STEVPP)**

Also supports DOST technology transfer efforts in the countryside by bringing scientists and technologists in the regions to conduct for cooperatives, local government units, non-government organizations, rural and urban communities, professionals, among others, technology-related short-term training courses on technology commercialization, technical capability development, productivity enhancement, skills upgrading and other forms of technical assistance.

### **3. Invention Development Division**

IDD is mainly responsible for providing assistance to Filipino inventors by upholding the intellectual property system as well as the business development of inventions and technologies. IDD's activities are embodied in the following programs:

- **Intellectual Property Rights (IPR) Assistance Program**

Provides assistance to Filipino inventors in securing intellectual property protection for their inventions and utility models. The assistance covers advisory/consultancy services and funding support for fees attendant to the preparation, filing and prosecution of applications for patent and utility model registration.

- **Industry-based Invention Development (IBID) Program**

Funds inventions that have industrial application. It is implemented through a partnership between the inventor and a private enterprise. In this collaboration, the private firm finances the fabrication of one prototype of the invention that will undergo testing, debugging, and refining while it is being run in an actual industrial environment.

- **Invention-based Enterprise Development (IBED) Program**

Aids an inventor in developing his or her invention into an enterprise commodity to make it available to the consumers by financing the pilot production including the purchase or fabrication of the equipment needed to manufacture the invented technologies.

Invention Testing and Analysis Assistance Program - grants up to 50,000-peso fund to technologists, inventors and researchers to cover cost of laboratory services, analyses and performance testing available at the DOST, its R&D Institutes and regional offices, as well as other government agencies equipped with laboratory and testing facilities.

- **Tax and Duty Exemption Invention Assistance Program**  
Is related to RA 7459 in which inventors can apply for tax and duty exemptions privilege. Tax and duty exemptions are endorsed to the Bureau of Internal Revenue and Department of Finance, respectively.
- **National Invention Contest and Exhibits (NICE)**  
Provides support to Filipino Inventors by bringing their inventions/innovations for public and potential investors' appreciation and possible commercialization prospects. It serves as venue to stimulate and encourage inventiveness and ingenuity of the Filipino youth and other interested sectors of society. The main feature of the celebration is the National Invention Contest wherein talented Filipinos compete for awards and prizes in the six categories – the Outstanding Invention (Tuklas Award), Outstanding Utility Model, Outstanding Industrial Design, Outstanding Creative Research (Likha Award); and Outstanding Student Creative Research (Sibol Award) for High School and College Levels.
- **Travel Assistance for Inventors**  
Sponsors travel expenses of the National Invention Contest and Exhibits winners who wish to participate in international events. Exposure to these competitions abroad enhances technological capabilities while showcasing Filipino talent.
- **Invention Guarantee Fund (IGF)**  
Is another program for Filipino inventors who need help in jump-starting the commercial production of their patented inventions. IGF guarantees the loans of inventors provided by the government bank. The fund is now deposited at the Land Bank of the Philippines.

- **Inventors' Forum and the Inventors' Consultation Program**

Are two avenues by which inventors can interact with other experts on various aspects of their inventions.

- One is through the Forum, wherein technology experts from DOST, government agencies, private sector and fellow inventors are invited to become panelists who shall evaluate, share ideas, or clarify some issues or problems that the inventors raise regarding their invention. This exchange provides a platform for product development and collaboration among the forum participants.
- The Consultation Program on the other hand, serves as a feedback mechanism for TAPI to know the various issues affecting inventors nationwide. The program carries out regional consultations, often dealing with industry problems; likely collaboration with the industry, academe and government organizations; and nature, procedure and range of assistance which can be extended to the inventors.

- **Inventors Training and Invent School Programs**

- The Inventors' Training program subsidizes costs for training that are designed to strengthen inventors' competence in the areas of Intellectual Property Protection, business policies and operations, Manufacturing, Research and Development (R&D), and Information Technology.
- The Invent School Program (ISP) designed mainly for the youth, creates awareness on Intellectual Property Protection and encourages creativity and innovation among students in public and private.

**How to avail of these services:**

Visit, call, write or email TAPI.

**TECHNOLOGY RESOURCE CENTER (TRC)**  
**Department of Science and Technology (DOST)**

Jacinta Building 2

Guadalupe Nuevo, EDSA, Makati City

Phone: (+63 2) 822.5418 local 904/905 ♦ 822-15-83

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[www.trc.dost.gov.ph](http://www.trc.dost.gov.ph)

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The Technology Resource Center (TRC) serves the public through the acquisition and promotion of livelihood and business skills and information for Filipinos worldwide. A government corporation attached to the DOST, the TRC operates as a self-sustaining institution.

TRC acts as a facilitator in the utilization and active exchange of ideas, information and technology to help create new jobs and livelihood opportunities as well as develop small and medium-sized businesses. TRC explores every available means to cater to the diverse technology needs and demands of marginalized sectors, existing and prospective entrepreneurs, local government executives as well as business leaders in the countryside.

**Programs and Services:**

**1. Social Technology**

- **Social Technology Department (SOCTECH) – Technology Outreach Program**

To promote poverty-alleviating technologies to people outside Metro Manila, TRC partners with local government units (LGUs) all over the country to establish mini-TRCs called Technology and Livelihood Development Centers (TLDCs).

- **Technology and Livelihood Development Centers (TLDC)**

The TLDC package includes TRC-backed livelihood development services that match the socio-economic plan of the client LGU. It also includes a TRC Technovan equipped

with audio-visual facilities designed for delivery of popular technology to remote and marginalized communities.

Through the TLDC, TRC aims to empower the LGU in delivering the services to its constituents/clients by providing easy access to:

- Technology & Livelihood Information and Instructional materials
  - Technology and Livelihood Training
  - Technology Transfer
  - Project Development and Packaging
  - Capability Building Training
  - Market Linkaging/Networking
- **Kabuhayan Vans**  
Vehicles equipped with audio-visual facilities that brings TRC to areas not normally reached by traditional means, affording residents the information needed for an improved economic standard of living.

## **2. Technology Transfer/Commercialization**

- **Joint Venture Programs**  
With a view to encouraging private investors to venture into innovative but untried technology-based businesses, TRC takes the risk with them and enters into joint venture (JV) arrangements.  
  
TRC's joint ventures are especially aimed at facilitating the effective transfer of mature and socially relevant technologies from reliable R&D institutions into the able hands of the private business sector.
- **Technology Business Incubator (TBI)**  
In charge of the overall management and operation of the DOST-PEZA Open TBI, the TRC helps facilitate the smooth entry into business of young and outstanding I.T. professionals.

Located at the ASTI Compound inside the U.P. Science and Technology Park in Diliman, Quezon City, the Open TBI is designed to help young Filipino entrepreneurs who develop



open-source software, content and hardware products accelerate their business launch and become highly competitive in a relatively short span of time.

### **3. Industrial Estate Management**

- **TechnoCenter Program**

A Techno Center is an industrial facility expected to stimulate the participation of private investment in support of the government's rural industrialization thrust. Support systems for investment generation, transfer technology, and job creation are provided to the sites under the Techno Center Program.

The Techno Centers have been established in four to ten-hectare lots within and near resettlement sites, with two to twelve factory buildings, having 1,260 square meters each, on parcels of either public or private land donated to TRC.

The factories are available to both local and foreign investors who would like to rent facilities for their manufacturing/processing concerns.

In contribution to countryside development, the TRC manages eight TechnoCenters (TCs) located in various parts of Pampanga, Bataan, Tarlac, and Zamabales. The TCs offer affordable office spaces, warehousing and production areas for small to medium-sized enterprises. They particularly appeal to local and foreign entrepreneurs who wish to set-up or expand their business operations by relocating to nearby provinces, thus reducing their costs and improving their bottom line. Consequently, the TCs help stimulate economic activities in its locales by generating fresh jobs, which in turn cascade to a myriad of other economic benefits.

### **4. Hand-On Livelihood Training**

Fully committed to meet the practical technology needs of micro, small and medium enterprises, the TRC regularly conducts various types of hands-on and personalized training programs.

Individual entrepreneurs visit the TRC daily to train in one of over a hundred in-demand business courses that they can choose from.

The TRC training team, however, is always ready to implement specialized training requirements of its corporate and institutional clients, including the subsidized livelihood programs of various Local Government Units (LGUs) all over the country.

#### **5. Multi-Media Technology Guides**

Supporting the needs of independent entrepreneurs and aspiring business students, TRC produces cost-effective technology guidebooks and instructional videos suited for self-paced learning.

To date, around 200 self-learning instructional materials are commercially available at TRC comprising easy-to-follow guides on practically every kind of business, any novice and veteran entrepreneur can avail of.

#### **6. Kabuhayan Prepaid Card/ePIN**

Reaching Filipinos all over the world, the TRC hosts an online electronic library called eTRC. The portal is accessible through [www.trc.dost.gov.ph/](http://www.trc.dost.gov.ph/) and boasts of over 8,000 downloadable livelihood manuals.

#### **7. TRC Library Service**

Catering to entrepreneurs eager for more in-depth research, the TRC maintains a library housed with huge collection of books and periodicals dealing with technologies developed in and out of the country, especially those that can be easily commercialized and have potentially huge socio-economic impact.

#### **Who may avail of these services:**

Practicing and would-be entrepreneurs, students, researchers, individual borrowers, organizations, cooperatives, new or existing small and medium scale industries, corporations, LGUs, national government agencies, industry chambers, and cooperatives.

#### **How to avail of these services:**

Visit or call the TRC.

**UP-AYALA TECHNOLOGY BUSINESS INCUBATOR**  
**University of the Philippines and Ayala Foundation**

Technology Business Incubator Building

CP Garcia corner Katipunan Avenue

Diliman, Quezon City

Phone: (+63 2) 928.9344 ♦ 928.9451

Fax: (+63 2) 928.7755

Email: [contact@upayalatechnopark.org.ph](mailto:contact@upayalatechnopark.org.ph)

[www.upayalatechnopark.org.ph](http://www.upayalatechnopark.org.ph)

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The UP-Ayala Technology Business Incubator or Technopark is a joint experimental facility on technology development and technology-based entrepreneurship program by the University of the Philippines and the Ayala Foundation. The partnership seeks to create a community of innovators and entrepreneurs by providing a facility that offers: (1) an IT-friendly environment; (2) access to academe research; and (3) access to IT industry breakthroughs.

This envisioned community is an invitation to locator companies which will benefit from the interface between business and the academe. The idea exchange, research and talent interaction will spawn startup businesses or enhance technology-based enterprises that are critical to the economy.

**Programs:**

**1. The Information for Development Program (*infoDev*)**

The goal of this initiative is to support a group of individual incubators in developing countries and promote the growth of a vibrant global network of incubators and innovators who can learn from each other, support each other, and work together in creative ways to harness the power of Information and Communications Technology (ICT) as tools of poverty reduction, growth, and economic and social opportunity for all.

**2. The ASEAN Java Competency Program (AJCP)**

The program aims to build up the ICT expertise and capabilities in the ASEAN region with emphasis on Java and other related technologies such as Web services and XML.

The objective of AJCP in the Philippines is to set up the University of the Philippines as a Java Competency Center, a high level incubating facility for small enterprises who want to avail of the following services/competencies:

- o Java and Internet Technologies
- o Open Technologies
- o Project Management
- o Software Quality Assurance
- o Technology Research and Innovation

### **3. Java Education and Development Initiative (JEDI)**

JEDI is a collaborative project that aims to make high-quality, industry-endorsed IT and Computer Science course material available for free to universities and colleges in the Philippines.

With JEDI, teachers will be equipped with the knowledge, skills and resources that will enhance their teaching, enrich the learning experience of their students and increase the competitiveness of the graduates in the local and global marketplace.

#### **Services and Amenities:**

- Conference/training room with audiovisual equipment
- Business Center which provides high quality laser printing services, photocopying, fax, internet access and PC usage
- Lobby for common use that is ideal for exhibits, product launches, and other events
- 24 hour security and maintenance
- Well-lit parking area
- Cafeteria
- Internal telephone system
- Internet connectivity
- Dilnet Network connectivity
- Recreation facilities (basketball court, dart boards, table tennis, etc.)
- Consultancy services (e.g. strategic planning, business development, IT infrastructure consultancy)



# Marketing

## **AGRIBUSINESS AND MARKETING ASSISTANCE SERVICE (AMAS)**

### **Department of Agriculture (DA)**

DA Building, Elliptical Road

Diliman, Quezon City

Phone: (+63 2) 920.4077

Fax: (+63 2) 926.6434

Email: [da.amas@yahoo.com](mailto:da.amas@yahoo.com)

[www.da.gov.ph/agribus/amas.html](http://www.da.gov.ph/agribus/amas.html)

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The Agribusiness and Marketing Assistance Service (AMAS) is mandated to collaborate with and provide direct assistance to the private sector including concerned NGOs and POs, in marketing ventures and in the conduct of market analysis, identification and matching.

AMAS' mission is to facilitate access to market information and development services that enable agribusiness entrepreneurs to formulate their strategic business decisions. It envisions a market driven and private sector-led agribusiness sector ready to face the challenges of intensified global competition and able to contribute to the growth and progress of the economy leading to an improved quality of life for the Filipino people.

### **Programs and Services:**

#### **1. Market Access and Development**

- **Organize/Participate in Trade Fairs/Shows/Exhibits**

To showcase the marketability of Philippine agri-fishery products both in international and domestic markets and develop the image of the Philippines as a reliable supply source.

- **Market Matching/Encounter**

Strategic intervention in linking suppliers and buyers on a preferably proactive, mutually beneficial, cost effective and sustainable manner to ensure the availability of products at the right volume, time, price and quality.

- **Support to Agri-Fishery Congresses/Conferences**

The objective of this intervention is to address issues and concerns of an industry and to provide updates and opportunities to the participants.

- **Direct Market Linkage Program**

Producers are linked with buyers to ensure a fair and profitable price for the producers and the availability of supply with prices that are affordable for buyers/consumers and other end-users. The projects under this program include:

- **Barangay Bagsakan**

A barangay-based food depot and distribution system complementing talipapa in selling agri-fishery commodities/products to low-income groups in depressed barangays.

- **Bagsakan Centers**

Assessment of major retail markets with existing/potential area for bagsakan or wholesaling. The implementation strategies include suppliers selling directly to the wholesales in the markets and suppliers selling directly to the retailers in the market.

## **2. Industry Support and Development**

- **Support to National Marketing Umbrella**

For the development of an integrated marketing system which will provide for an effective linkage among agribusiness players—producers, processors, consumers—and provide a globally-competitive agriculture sector.

- **Industry Consultations (Local and International –ASEAN)**

A mechanism for the identification of issues, problems and constraints relative to joint regional efforts on joint promotion of trade and agriculture and forest products in the ASEAN region.

- **Logistics and Distribution System**

- **Food Lane**

The project seeks to institutionalize the efficient distribution of agricultural and fishery products from the production sites on to the major demand centers of Metro Manila. It aims to ensure speedy delivery of perishable



agricultural and fishery commodities to Metro Manila by assigning “food lane routes”.

MMDA implemented a 24-hour truckban-free access from North and South via NLEX and SLEX.

- o **Roll-on Roll off (RORO) System**

The RORO system is aimed at binding local economies more closely together and working for a better domestic integration through the RORO vessels or “moving bridges”. AMAS monitors the transport and delivery of agri-fishery products in ten (10) major RORO ports from Mindanao and Visayas to the major trading centers in Metro Manila.

- o **Cold Chain System**

The objective of the project is to establish pilot cold chain system in some identified areas of the country integrated with the marketing operations of farmers and fisherfolk for productivity enhancement.

### **3. Investment Promotion**

- **Investment Forum**

A strategic intervention in identifying various fields/areas in Agriculture and fishery for investment prioritization.

- **Implementation of EO 376 (Tariff-free Importation of Agricultural Inputs, Equipment & Machinery)**

The EO calls for the provision of duty-free privileges for agricultural inputs, equipments and machinery. The main objective is to give agri-fishery stakeholders access to cheaper sources of raw materials and related facilities used in their agribusiness ventures.

### **4. Enterprise Development**

- **Conduct of Agribusiness Investment Opportunities Seminar Series (AIOSS)**

The objective of the program is to increase awareness of the various industry stakeholders on agribusiness investment options and enhance the capabilities of the farming and fishery sectors.

- **Promotion of Product Standards and Quality Systems**

The main purpose is to promote the acceptable product standards like the ISO, GMP, HACCP and GAP to facilitate

entry of the Philippines' agri-fishery products in the international markets. AMAS coordinates with other government agencies in the implementation of these systems.

- **Organic Agriculture**

The DA also supports Organic Agriculture as an alternative farming scheme and recognizes the potential of increasing value-added in agricultural export and local consumption of products.

- **Consumer Welfare**

AMAS coordinates with other agencies in the implementation of the Consumer and Price Acts.

## **5. Market Information**

- **Agriculture and Fishery Management Information System (AFMIS) Website: <http://afmis.da.gov.ph>**

The AFMIS website is a web-based system consisting of an integrated and cluster-based market information system which aims to provide regular, reliable, timely and more responsive market information that can guide the farmers, fisherfolk and other users of market information to make better investment and marketing decisions. It contains databases of commodity profiles, agribusiness directories, product standards, export procedures, technology guides, market promotion activities and other relevant agribusiness information.

The AFMIS website integrates various information resources of the Market Development Cluster (MDC) agencies into a single database and application system. Its goal is to take advantage of existing information and communication technologies (ICTs), such as the Internet and Short Messaging System (SMS), to strengthen the delivery of market information services in the country.

### **Who may avail of these services:**

Farmers, fisherfolks and end-users (processors, exporters, distributors, consumers) of agricultural and fisheries products

### **How to avail yourself of these services:**

Write, call or email AMAS-DA.

**BUREAU OF DOMESTIC TRADE (BDT)**  
**Department of Trade and Industry (DTI)**

G/F, Trade and Industry Building  
361 Sen. Gil J. Puyat Avenue, Makati City  
Phone: (+63 2) 751.3223 ♦ 751.3227 to 29  
Fax: (+63 2) 751.3224  
Email: bdt@dti.gov.ph

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The Bureau of Domestic Trade (BDT) promotes efficient marketing and distribution of local products and services. It seeks to expand and strengthen linkages among the country's small, medium and large enterprises through information exchanges and market matching.

BDT also conceptualizes, monitors and evaluates programs, plans and projects intended to create awareness of domestic marketing opportunities for new projects intended to create awareness of domestic marketing opportunities for new projects, new technologies and investments.

BDT has the following mandates:

- Develop, strengthen and promote the domestic market for MSMEs;
- Ensure the rational, economical and steady flow of raw materials to production centers; and,
- Increase domestic trade through marketing and efficient distribution of finished goods.

BDT has the following functions:

**1. Market Development**

- Identify, develop, and expand domestic markets for local raw materials and MSME products. Provide market matching services for buyers and sellers. Market Matching strengthens buyers/suppliers linkage through facilitating various business agreements.
- Market development assistance includes the dissemination of brochures (e.g., Paano Maging Subcontractors) to government and non-government agencies (NGAs) and trade associations that provide services to MSMEs.

- BDT handled the Resources Suppliers Assistance Program (RSAP), an interagency initiative, which aims to assist raw material suppliers and producers with the provision of a comprehensive assistance package. It also encourages the formation of cooperatives and associations among raw material producers and suppliers to help them develop their organizational capabilities.
- In line with the government thrust to sustain and revitalized the growth of the export sector and at the same time spur development of the rural-based industries, the Raw Material Showcase (RMS) is being initiated to address the needs of manufacturers, exporters, and sub-contractors in sourcing their raw material requirements and at the same time provide marketing assistance to raw material producers by showcasing their products in a location more accessible to their users, who are mostly operating in Metro Manila.
- The event showcases products produced by DTI assisted small and medium entrepreneurs to increase exposure of their products in the domestic and foreign markets.

## **2. Ensuring Efficiency in Distribution**

Assist raw material suppliers and MSMEs improve their efficiency and reliability, streamline local distribution channels, and advocate for improvements in the local distribution system.

## **3. Regional Resource Mapping**

Aims to identify and develop local networks of reliable raw material suppliers. Suppliers are encouraged to organize themselves into associations or networks to enable them to serve larger volume orders. A survey of reliable suppliers throughout the country has been conducted for abaca, raffia, sinamay, pandan, mahogany, falcatta, prawn, seaweeds, mango, banana, rattan, wicker, bamboo, leather, sabutan, bancuang, ornamental fish, abalone, calamansi, gabi, and ube.

## **4. BDT Showroom**

Provides an additional venue for MSMEs who want to showcase their products in Metro Manila, BDT Product Showroom was established in August 2009. The showroom is located at the

Ground Floor of the DTI Building in Makati City. It is open from 8:00AM to 6:00PM, Monday to Friday.

## **5. Market Promotion**

Utilize various forms of campaigns and marketing activities, other than trade fairs, to promote local raw materials and MSME products. More intensive use of multimedia in promotion and in information dissemination. The publications of BDT are the source of information and guide for manufacturers and exporters looking for local suppliers. It is also useful for those looking for partnerships, subcontracting, distributorship and other business cooperation arrangements.

## **Programs and Services:**

The major task of the BDT is to intensify the provision of business development to help grow globally competitive. Other tasks are to increase MSMEs' access to market provide information on business opportunities and other relevant information.

Below are the major programs, projects, and activities of the bureau:

### **1. Promotion of Indigenous Raw Materials**

- Organize and implement missions for raw and semi-processed raw materials
- Provide technical and marketing assistance to suppliers of raw and semi-processed materials
- Promote raw and semi-processed materials

### **2. Increase Access to Market**

- Provide frontline/direct market matching services
- Organize and implement Marketing Clinics for One Town One Product (OTOP) Philippines' entrepreneurs/MSMEs
- Promote/Invite buyers to Regional and Provincial Trade Fairs
- Provide assistance to other trade fairs

### **3. Promotion and Marketing of OTOP and Other MSME Products**

- Organize marketing activities for OTOP and other MSMEs products.

- Organize and implement Merchandising/Buyers Missions to OTOP and other Regional Trade Fairs.
- Operate Product Showrooms.

#### **4. Inter-Agency Commitments**

- Gather data and write report on the ICC on MSME Market Development Working Group.
- Gather data and write report on the Access to Market Matching Portfolio (SMED Plan).

#### **5. Database Build-up and Dissemination of Market Information**

- Gather data, prepare, publish, and disseminate Domestic Trade Bulletin.
- Gather and update information in the Market Matching Database.
- Publish the following:
  - Directory of Raw Material suppliers and Raw Materials Catalogue
  - Trade Associations Directory
  - Product Catalogue

Research, write-up, printing, and dissemination of the following:

- SME Marketing Guidebooks
- Source Book for Food Manufacturing

#### **6. Publications**

- **Trade Associations Directory**

Updated and published every two years, the Trade Associations Directory of the Philippines contains a list of various trade association members with contact details and product/service lines. It covers the following sectors:

- Agricultural products
- Automotive parts and accessories
- Chambers of Commerce
- Chemicals and chemical products
- Construction
- Fashion Accessories
- Franchise Businesses
- Fresh and Processed Foods
- Furniture and Furnishings
- Garments, Textiles and similar products

- Gifts, toys and housewares
- Hotels and restaurants
- Info-tech, electronics and electrical products and services
- Metal products
- Non-metal products
- Packaging
- Paper products
- Petroleum
- Pharmaceuticals
- Resource-based products
- Retail
- Services
- Others not elsewhere classified

- **Philippine Food Product Catalogue**

Features 111 Philippine manufacturers and exporters offering a wide array of products on the following sectors:

- Snack foods
- Baked products
- Processes fruits and vegetables
- Wines and beverages
- Sauces and condiments
- Processed meat products
- Frozen/processed marine products
- Organic and natural products
- Other food products

It also features the Philippine food industries, regional and provincial food products/delicacies, and One Town One Product (OTOP) Program.

- **Philippine Raw Materials Catalogue**

The catalogue is a series of publications, which showcase a variety of indigenous raw materials used in manufacturing Philippine products. It provides the scientific names of raw materials, its biological structures, economic uses, and places in the country where they can be found. It also contains list of raw material suppliers and contact information.

Published in 2005 - The Philippine Raw Materials Catalogue: Wearable, Gifts and Holiday Décor features a variety of indigenous raw materials used in wearable, gifts and holiday decors such as bamboo, bast fiber, climbing ferns, reeds, herbs, erect palms, climbing palms (rattan), sedges and rushes, screw pines (pandan), woody pines, leather, seashells, beads and components.

Published in 2006 - The Philippine Raw Materials Catalogue: Furniture, Furnishings, and Loomweaving. This volume features raw materials used in the furniture, furnishings and loomweaving industries such as rushes, grasses, woody vines, screw pines, erect palms, bamboo, tree plantation species, fibers, fossilized/skeletonized leaves, and butterfly.

Published in 2007 - The Philippine Raw Materials Catalogue: Beads, Carabao Horns and Bones, and Seashells. It features the uses of beads, carabao horns and bones, and seashells in manufacturing Philippine products.

Published in 2009 - The Philippine Raw Materials Catalogue: Asian Green Mussel, Banana, Coconut, Corn, Fish Scales, Manila Palm, Recycled Materials, Sabutan, Water Hyacinth and Woven Fibers. It also includes a step-by-step guide in making the raw materials manipulations.

- **Source Book for Food Manufacturing**

This publication contains directory of suppliers of food products, equipment, packaging, and services related to food sector.

- 1st publication covers sources in Metro Manila (2005)
- 2nd edition covers suppliers of Mindanao food sectors (2008)
- 3rd publication covers sources in South Luzon (2009)

- **Paano Maging Supplier, Isang Gabay Para sa SMEs (10 booklets, Tagalog version)**

These guidebooks contain basic guidelines and requirements of various buyers that a supplier should know to help them in



selling their products and/or services to major buyers such as supermarkets, office and school supplies stores, department stores, hotels and resorts, government offices, and fastfood and restaurant chains. It is also a guide for would-be entrepreneurs on how to start a business.

- Supermarket
- Office and School Supplies Store
- Department Store
- Hotel and Resort
- Pamahalaan
- Fastfood and Restaurant Chain
- Subcontractor
- Paano Maging Certified Food Supplier?
- Paano Magbenta ng Produkto o Serbisyo?
- Paano Maging Halal-Certified Food Supplier?

**Who may avail of these services:**

Raw material suppliers, manufacturers, traders, and retailers.

**How to avail of these services:**

Write or visit the BDT.

## **BUREAU OF EXPORT TRADE PROMOTION (BETP)**

### **Department of Trade and Industry (DTI)**

1<sup>st</sup> & 2<sup>nd</sup> Floors, DTI International Building

375 Sen. Gil J. Puyat Avenue, Makati City

Phone: (+63 2) 899.0133 ♦ 890.4655

Fax: (+63 22) 890.4716

Email: [infobetp@dti.gov.ph](mailto:infobetp@dti.gov.ph)

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The Bureau of Export Trade Promotion (BETP) is the export promotion arm of the DTI. It provides frontline assistance, information, and specialized consultancy services to all exporters—both potential and established. It seeks to enable Philippine exporters to compete with world-class products and services in the international market.

BETP has the following functions:

- Formulates and monitors programs, plans, and projects pertinent to the development, promotion, and expansion of foreign trade in the Philippines
- Formulates country and product export strategies
- Conducts research on new product development and adaptation opportunities in the export markets and identifies the domestic supply base for such products
- Prepares situation reports on all export production
- Prepares and updates country and regional market profiles and maintains an integrated information system on all aspects of the products and commodities relevant to export marketing
- Formulates, plans, supervises, coordinates, and monitors the implementation of both private and official incoming and outgoing missions, and reviews the results of such
- Promotes and coordinates international subcontracting arrangement between and among foreign and Philippine investors whereby production operations and facilities may be located in the Philippines

- Formulates and monitors the implementation of policies and guidelines for the registration and certification of *bona fide* exporters eligible for the various export incentive programs of the Philippines
- Reviews and identifies appropriate measures to minimize or deregulate export-import procedures and other foreign trade laws necessary to stimulate the international marketing of Philippine products.

## **Programs and Services:**

### **1. Frontline Services**

The Trade Information and Assistance Group (TIAG), through the Export Trade Facilitation Division (ETFD), serves as the customer/exporter relations personnel of the BETP for all export trade-related inquiries. It provides real, immediate, and substantial assistance to existing and potential exporters.

- **Export Assistance Network (EXPONET)**  
To minimize the uncertainties of getting started in the export business, the EXPONET provides assistance on all export-related matters including information on export procedures, documentation, trade complaints, and others.
- **Business Matching Center**  
Foreign buyers and local exporters find commonality through this special information service. The center receives inquiries regularly and directly from international importers and the Philippine Foreign Trade Posts abroad. These inquiries are made available to legitimate local exporters for free.
- **International Trade Resource Center**  
A wealth of trade information is available in this specialized library. Ideal for businesspeople and those in the academe, the center holds a comprehensive collection of printed and electronic materials such as books and journals on international trade with emphasis on product and market information.

- **Communications Division**

BETP clients, particularly members of Business Selling Missions for dispatch to various target markets, may seek the creative and technical assistance of this group for the preparation of promotional materials in print or electronic format. Concerned entities may inquire on the Exporters Manual and Handy Guide to Export through this Division.

- **Export Trade Complaints Committee**

Should disputes arise between local suppliers/exporters and foreign buyers, complaint cases may be filed with the BETP through the Export Trade Complaints Committee (ETCC). BETP has a pool of personnel who trained with the Makati Regional Trial Court and the Supreme Court of the Philippines to mediate on export-related complaints.

## **2. Specialized Consultancy Services**

- **Market Consultancy**

Through the Market Strategy and Consultancy Group (MSCG), exporters who intend to penetrate specific markets such as the Americas, Europe, Association of Southeast Asian Nations (ASEAN), Asia, Australia, and the Middle East may seek the expertise of Country Desk Officers, who assist in formulating market strategies and provide exporters with updated information and other valuable tools to increase export sales in identified markets.

- **Product Consultancy**

The team of Product Officers at the Product Research and Strategy Group (PRSG) provides assistance to exporters based on the following product categories of expertise:

- Resource based commodities
- Food and food preparations
- Herbal and natural products
- Industrial manufactures
- Consumer goods

## **3. International Services**

Trade policy issues, as well as updates on research and development (R&D) for specific products, are discussed during consultative meetings with the Product Officers.

#### **4. Business Missions**

Exporters wanting to visit a particular target market either for exploratory purpose or direct sales promotion may join BETP business missions. The Market Officers and the Product Officers specialize in organizing Business Missions for dispatch to specific markets.

#### **5. Regional Interactive Platform for Philippine Exporters (RIPPLES)**

RIPPLES, implemented in partnership with the DTI's Regional Operations and Development Group (RODG) and Philippine Trade Training Center (PTTC), is designed to develop new exporters and expand the country's supply base of globally-competitive products and services in order to increase Philippine exports.

The project encompasses all regions and provinces of the Philippines, and focuses on each region's key industry sectors.

The RIPPLES aims to keep exporters and potential exporters updated on international market access requirements, product trends and developments, and other international trade information that they need to maintain competitiveness. Project participants are extended company-level assistance to make potential exporters export-ready; and existing exporters, more competitive in the global market. Product development assistance, trainings on website development & e-commerce, product exposure in national & international trade exhibits, development of new markets, business matching with prospective importers through trade lead generation and/or participation in organized Inbound and Outbound Business Missions, are among the assistance extended to participating companies.

#### **Who may avail of these services:**

Established and potential exporters, domestic entrepreneurs

#### **How to avail of these services:**

Write, call, or visit the BETP.

**BUREAU OF INTERNATIONAL TRADE RELATIONS (BITR)**  
**Department of Trade and Industry (DTI)**

4<sup>th</sup> Floor, DTI International Building  
375 Sen. Gil J. Puyat Avenue, Makati City  
Phone: (+63 2) 897.8290  
Fax: (+63 2) 890.5149

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The Bureau of International Trade Relations (BITR) engages and represents the country in bilateral and multilateral trade and investment negotiations such as the World Trade Organization (WTO), Association of Southeast Asian Nations (ASEAN), Asia Pacific Economic Cooperation (APEC), International Coffee Organization (ICO), and Japan-Philippines Economic Partnership Agreement (JPEPA).

**Programs and Services:**

**1. Consultation Services**

Holds consultations concerning tariff and non-tariff barriers of specific countries that affect Philippine exports

**2. Information Dissemination**

Provides information on trade opportunities under preferential arrangements in the Generalized System of Preferences (GSP) granted by some developed countries like the United States, the European Union, Japan, and those countries involved in the ASEAN Free Trade Agreement (AFTA) Common Effective Preferential Tariff (CEPT).

**3. Trade Negotiation**

Negotiates equal, if not preferential, terms of access for Philippine products in foreign markets.

**4. Market Access**

Seeks the resolution of market access problems.

**How to avail of these services:**

Write, visit, or call the BITR.

## **CENTER FOR INTERNATIONAL TRADE EXPOSITIONS AND MISSIONS (CITEM)**

### **Department of Trade and Industry (DTI)**

Golden Shell Pavilion

Roxas Boulevard cor. Sen. Gil J. Puyat Ave., Pasay City

Phone: (+63 2) 831.2382 ♦ 831.2201 to 09

Fax: (+63 2) 832.3965 ♦ 834.0177

Email: [info@citem.com.ph](mailto:info@citem.com.ph)

[www.citem.gov.ph](http://www.citem.gov.ph)

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The Center for International Trade Expositions and Missions (CITEM) is the export marketing arm of the Philippine Department of Trade and Industry (DTI). CITEM is committed to develop and nurture globally competitive Philippine SMEs, exporters, designers, and manufacturers by implementing an Integrated Approach to Export Marketing in partnership with other government and private entities.

CITEM organizes signature Events that provide global trade platforms for Philippine exports; primarily in the design-driven (home and fashion lifestyle) and food industries.

For over 30 years, CITEM has established the country's image as the premier destination for quality export products and services. It continues to set the highest standards of creativity, excellence and innovation to achieve export competitiveness in the international market.

As the prime mover in export marketing, CITEM spearheads Philippine participation in overseas trade fairs and organizes high profile promotional activities in key markets abroad.

CITEM provides export-driven programs such as:

- Export Coaching Program
- Merchandise Specialist Program
- Design for Exports Initiatives
- Brand Building

CITEM's mandate is to help achieve DTI's export growth targets by promoting the Philippines as a reliable source of products in the global market. CITEM's activities include:

- planning and implementing trade fairs and missions
- executing industry development programs for emerging export products and services
- coordinating merchandise and technical assistance programs, and
- carrying out other programs and activities that impact on exports.

## **Programs and Services:**

### **1. Trade Fairs**

CITEM organizes local and international trade fairs showcasing the Philippines's finest products and services. It also spearheads Philippine participation in overseas trade fairs.

CITEM spearheads signature events that serve as platforms to promote key export sectors:

- **Manila FAME**

Manila FAME is a pivotal platform for design-driven industries to showcase Filipino creativity and highlight new products and design. It also taps into the country's creative industry by encouraging young designers and artists to showcase their talents and creations at the trade show.

The trade show features some of the local industry's best in:

- Furniture and furnishings (home accessories, accents, and art pieces)
- Holiday and gifts (holiday decorations, stationery, toys and games, and personal grooming and spa supplies)
- Fashion (costume and fine jewelry, fashion enhancers, footwear and leather goods)

- **IFEX Philippines: Asia's Ethnic Food and Ingredients Show**

IFEX Philippines provides a venue for local food organizations to address new markets, promote and launch products, and also allow exhibitors and buyers alike to be



part of business opportunities worldwide. Since its inception in 2003, the event has continued to grow and increase its exhibitor participation, buyer and visitor attendance, and sales generation year after year.

**2. Trade Missions**

CITEM organizes trade participation in selected trade fairs abroad, which opens valuable leads for Philippine exporters and provides opportunities for them to expand their market by introducing Philippine-made products and services directly to buyers and investors worldwide.

**3. Merchandise/Technical Consultancy Program**

CITEM taps both local and foreign consultants to ensure the steady growth of manufacturers in merchandise development. The integrated technical and merchandise consultancy programs are undertaken in cooperation with funding agencies. CITEM also continues its cooperation and networking with other relevant government agencies and private institutions.

**4. In-Store Promotions**

To generate consumer-level awareness of and demand for Philippine products, CITEM mounts in-store promotions, in cooperation with leading retail outlets abroad. Cultural and tourism presentations in coordination with the Department of Tourism (DOT) complement promotional activities and provide consumers with a total Philippine lifestyle experience.

**5. CITEM Trade Opportunities Program**

The CITEM Trade Opportunities Program (CTOP) is a trade referral system for foreign buyers and Philippine exporters. One-on-one business meetings may also be arranged between exporters and prospective business partners visiting the Philippines through CTOP. To avail of this service and contact prospective suppliers, buyers may e-mail [ctop@citem.com.ph](mailto:ctop@citem.com.ph).

**6. Resource Center (Library)**

An information facility where exporters, buyers and entrepreneurs planning to go into exports, and the general public may research through trade-related references in the form of print and multimedia materials.

**How to avail of these services:**

CITEM clients must comply with the following pre-qualification requirements to avail of CITEM's services, particularly participation in locally-held trade fairs:

1. The applicant must have at least one year direct export experience and preferably in business for at least two years;
2. A trade association accredited with CITEM must endorse the applicant;
3. The applicant must have available promotional collateral appropriate for the international market (e.g., company brochures, catalogues, or product sheets with pictures and price list, and actual product samples with F.O.B. price for inspection);
4. The applicant must have no valid complaint against it filed with CITEM or any DTI Offices;
5. The applicant must be duly registered with the Department of Trade and Industry (DTI), Securities and Exchange Commission (SEC), Bureau of Internal Revenue (BIR), and in the city or municipality where the business operates;
6. Acceptance of new applicants is also based on the following criteria: production, management, and product quality;
7. New companies with products that are deemed with potential but need further merchandise development are referred to Product Development and Design Center of the Philippines (PDDCP); and
8. New companies also have to undergo export training at the Philippine Trade Training Center (PTTC).

Companies wishing to join an international trade fair must at least have joined a locally-held CITEM-organized trade fair for initial market exposure.

**FOREIGN TRADE SERVICE CORPS (FTSC)**  
**Department of Trade and Industry (DTI)**

3/F, DTI International Building  
375 Sen. Gil Puyat Avenue, Makati City  
Phone: (+63 2) 897.9659/61/72 ♦ 890.8378  
Fax: (+63 2) 890.5073  
Email : ftscmnl@dti.gov.ph

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The Foreign Trade Service Corps (FTSC) promotes the export of Philippine products and services in the world market, encourages inward foreign investments through various support activities, as well as undertakes commercial intelligence work.

This task is primarily carried out by professionals called commercial attaches or commercial counselors who man their respective posts abroad. FTSC is present in 34 posts in 23 countries in Europe, the Middle East, North America, and Asia and the Pacific.

**Programs and Services:**

**1. Trade Promotion**

- Explores and develops the potential of Philippine products and services in overseas markets and facilitates the matching of Philippine exporters and buyers in different markets abroad.
- Identifies trade or business opportunities and provides direct support to overseas trade and investment promotional programs organized by both the government and the private sectors.
- Conducts trade promotion activities such as in-store promotions, catalogue shows and campaigns among foreign businessmen, organizes buying missions to the Philippines, promotes business contacts and encourages networking with foreign buyers and trade organizations.

**2. Investment Promotion**

- Identifies potential and prospective investors (including potential Overseas Filipino Investors) and provides them investment advice and counseling.

- Organizes investment missions to the Philippines and conducts investment opportunities seminars and/or briefings to host country's businessmen, and members of trade/industry associations and chambers of commerce.

### **3. Commercial Intelligence**

- Gathers and monitors the commercial, industrial and general economic conditions affecting Philippine products in export markets.
- Conducts market research for specific Philippine products and monitor developments and changes in host countries' trade rules and regulations.
- Provides commercial intelligence to government and industry sectors, including SMEs in the regions.

### **4. Trade Negotiations**

- Participates in bilateral and multilateral trade and economic negotiations including Free Trade Agreements (FTAs).
- Identifies issues in Host Countries affecting Philippine trade and investment interests and recommends courses of action to remedy the same.

### **5. Services to Overseas Filipinos**

- Provides information and advice to potential Overseas Filipino Investors in host countries.

#### **How to avail of these services:**

Write, visit, or call FTSC Home Office or any of its 34 Philippine Trade and Investment Centers (PITCs) in 23 countries worldwide.

## **GARMENTS AND TEXTILE INDUSTRY DEVELOPMENT OFFICE (GTIDO)**

### **Department of Trade and Industry (DTI)**

4F Industry & Investments Building  
385 Sen. Gil Puyat Avenue, Makati City  
Phone: (+63 2) 831.2137 ♦ 831.1265  
Fax: (+63 2) 832.3965 ♦ 831.1867  
E-mail: gtido@dti.gov.ph

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The Garments and Textile Industry Development Office (GTIDO) is primarily mandated to implement the Garments Industry Transformation Plan (GITP) which covers the following components:

#### **1. Market Access and Development Programs**

- US, EU, ASEAN, China, Japan, Australia / New Zealand

#### **2. Industry Development and Regulatory Issues**

- Capacity Building and Product Development for garments and textile:
  - Philippine Tropical Fabric (RA 9242)
  - Handwoven Textile

#### **3. Export and Investment Promotions**

- Sourcing @ MAGIC, 21-24 August 2011, Las Vegas Convention Center, Las Vegas, Nevada, USA
- China Outbound Mission, September 2011, China
- FASHIONation back to back with Fashion Week, October 2011, Manila
- Australia Sourcing Fair, 17-19 November 2011, Melbourne, Australia
- EU Selling Mission (Spain, Netherlands, UK, France, Germany) schedule to be advised
- Selling Mission to ASEAN (India, Malaysia, Bangladesh) schedule to be advised
- Fashion Show featuring Filipino Designer Utilizing Indigenous Materials at the LA Fashion Week, schedule to be advised

#### **4. Trade Facilitation and Regulation**

- Accreditation
- Garments and Textile Import Services

#### **5. Project Management Office**

## **INTERNATIONAL COFFEE ORGANIZATION CERTIFYING AGENCY (ICOCA)**

### **Department of Trade and Industry (DTI)**

Penthouse, DTI International Building  
375 Sen. Gil Puyat Avenue, Makati City  
Telefax: (+63 2) 897.0515  
Email : [icoca@dti.gov.ph](mailto:icoca@dti.gov.ph)

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The International Coffee Organization Certifying Agency (ICOCA) was created as an Ad Hoc office of the then Ministry of Trade under Letter of Instruction (LOI) No. 1095 dated 06 December 1980 when the Philippine government became a party signatory to the International Coffee Agreement (ICA) as an exporting member country. With the issuance of Executive Order (EO) 133 dated 27 February 1987 it was formalized as an Attached Agency under the International Trade Group (ITG). By June 2005, ICOCA became a Line Agency under the Office of the Secretary. However, starting on 20 January 2011, it has been streamlined into the Bureau of Export Trade Promotion (BETP), ITG of the DTI family.

ICOCA is mandated to oversee the implementation of coffee agreements between the Philippines and other countries and to act as the marketing and promotional arm of the coffee industry. It provides support and service to the coffee export industry while actively participating in the national effort to revive the coffee industry.

### **Compelling Objectives:**

- Influence increase in Philippine coffee production through participation in the national development effort for coffee
- Make coffee farming profitable thru exports
- Help reduce import dependence
- Help promote quality of local coffee and create awareness that
- Philippine coffee is at par with the world's best
- Return of Philippine coffee in the global market

### **International Commitment**

The Philippines is a country-signatory to the 2001 International Coffee Agreement (ICA), a UN-recognized multi-lateral agreement among the world's coffee producing and consuming countries. The

ICO is an elite body that implements the ICA, with headquarters in London, UK. The Philippines, thru ICOCA, remains a committed member of good standing in this global cooperative effort to sustain the world coffee economy.

As the primary government agency responsible on ICO matters, ICOCA networks on RP concerns on issues and problems of the coffee industry, studies and recommends RP position on matters for the annual meetings of the International Coffee Council (ICC). It also coordinates regular high-level contacts with the ICO Headquarters in London and networks with affiliated offices such as the Department of Foreign Affairs/UNIO, Embassies, PTIC London, non-government organizations and bodies in pursuant of ICO systems and regulations pertaining to global coffee trading.

### **Domestic Networking**

The ICOCA networks with other government offices like the Department of Agriculture's National Agricultural and Fishery Council (DA-NAFC), Coffee Industry Development Sub-Committee (CIDSC) and Non-Government Organizations (NGO) like the Coffee Foundation of the Philippines (COFPI), Specialty Coffee Association of the Philippines (SCAP), and the Philippine Coffee Board (PCB) on multi-sectoral programs and projects.

### **Programs and Services:**

#### **1. Accreditation of Coffee Exporters**

#### **2. Coffee Export Documentation** (based on ICA Rules)

- Issuance of Coffee Export Clearance
- Issuance of Coffee Certificate of Origin
- Issuance of Certificate of Exemption  
(for Sample Sized Coffee Shipments)

#### **3. Marketing and Promotion**

- Co-organizes trade fairs in Metro Manila and provinces
- Coordinates trade missions and facilitates participation in international coffee fairs
- Conducts business matching of buyers and sellers of coffee
- Networks special projects related to local and international coffee promotions
- Conceptualizes, reprints and disseminates Agency information and promotion on coffee

- Conducts coffee sampling and market testing in local and foreign venues
- Coordinates with the coffee sector for the promotion of “Kape Isla” as a common quality seal for Philippine coffee

#### **4. Frontline Client Services**

- Facilitates researches on coffee matters (academe, farmers, businessmen, media, etc.)
- Disseminates coffee information to local, international and domestic clients
- Provides business consultancy services related to coffee business
- Provides orientation/briefing to new exporters on export procedures, rules & regulations under the ICA

#### **Who may avail of these services:**

MSMEs, the academe, professionals, government agencies and anybody interested in coffee exports

#### **How to avail of these services:**

Visit, call, write or e-mail ICOCA.



## **MARKET ENCOUNTER GOES TO MANILA (MEGMA) FOUNDATION, INC.**

G/F Trade and Industry Building  
361 Sen. Gil. J. Puyat Avenue, Makati City  
Phone: (632) 751.3223  
Fax: (632) 751.3224

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The Market Encounter Goes to Manila (MEGMA) Foundation, Inc. is a non-stock, non-profit organization registered with the Securities and Exchange Commission as of June 18, 1985. It was established primarily to assist in the full development of the domestic market as primary market for micro, small and medium enterprises (MSMEs). MEGMA Foundation is composed of 17 member-associations/agencies from both the government and private sector.

### **Programs and Services:**

1. Assists in the full development of the domestic market as primary market for MSMEs;
2. Enables MSME producers to test their products in the domestic market and strengthen their capabilities to move into the export markets by providing assistance in organizing buyers' fairs and market encounters;
3. Opens channels of communication among MSME producers, traders, and retailers who constitute the consumer pulse on consumer trends, product demands and development, so that the business can be more dynamic and responsive to market needs and consumer behavior;
4. Motivates cooperation and mutual consultation among MSME producers, traders, and retailers in promoting local products, developing innovative product ideas, maximizing use of indigenous materials, and resolving common problems;
5. Coordinates and maximizes cooperation among MSME producers, traders, and retailers on selling styling trends and product development to improve product promotion and market planning as well as financing arrangements to promote higher efficiency and cost effectiveness in their operations;

6. Institutionalizes and strengthens the relationship among MSME producers, traders and retailers, as well as the government sector in the attainment of mutual objectives;
7. Strengthens the sub-contracting base; and
8. Engages in other activities and projects that will promote the development of MSMEs including but not limited to advocacy, management, technology transfer or productivity improvement as well as information support.

**Who may avail of these services:**

Micro, small, and medium enterprises

**How to avail of these services:**

Write, visit, or call the MEGMA Office.

## **PHILIPPINE INTERNATIONAL TRADING CORPORATION (PITC)**

National Development Company (NDC) Building  
116 Tordesillas St., Salcedo Village, Makati City  
Phone: (+63 2) 892.0569 ♦ 892.0425 ♦ 818.9801  
Fax: (+63 2) 892.2021 ♦ 892.2054 ♦ 892.0782  
Email: [pitc@pitc.gov.ph](mailto:pitc@pitc.gov.ph)  
[www.pitc.gov.ph](http://www.pitc.gov.ph)

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The Philippine International Trading Corporation (PITC) is a chartered government-owned international trading organization with over 35 years proven competency in the outsourcing, export consolidation, logistics solutions, supply chain management, import as well as marketing of a wide range of commodities, products and services.

Through PITC's myriad trading platform, PITC is confident and ready to facilitate and implement trade opportunities, establish joint ventures, exclusive representation and distribution including business development for emerging markets.

Established in 1973 to pioneer in establishing Philippine trade with the Socialist and Other Centrally Planned Economy Countries (SOCPEC), PITC was given a broader mandate in 1977 to be the prime mover in the expansion of Philippine trade worldwide. It has since embarked on various innovative trading activities by implementing facilitative trade-related services and responsive business solutions.

As the government's international trading arm, the PITC undertakes both import and export of a wide range of commodities, industrial products and consumer goods. It is involved in a variety of trading arrangements and government-to-government transactions, principally countertrade. Likewise, the company implements facilitative trade-related services directed at the attainment of its two-pronged objectives: (1) the expansion of market for Philippine products, and (2) the stabilization of prices and supplies of essential raw materials and commodities for local industries and consumers.

## **Programs and Services:**

### **1. Government Outsourcing Services**

PITC offers itself as an alternative outsourcing arm for government procurement projects, ensuring greater transparency, cost-efficiency, and speed of implementation within the framework of the revised implementing rules & regulations of Republic Act 9184 (Government Procurement Reform Act of 2003).

As a chartered Government Owned and Controlled Corporation (GOCC), and as expressly allowed by its own charter, PITC is authorized by R.A. 9184 to undertake procurements for other government agencies, either as their procurement agent or as their supplier on an agency to agency arrangement (pursuant to Sec. 53.6 of the Revised IRR of RA 9184).

Products include ordnance, combat clothing and individual equipment, Information and Communications Technology equipment and supplies, laboratory and medical supplies and equipment, office furniture and equipment, uniforms, transport vehicles and allied services, among others. PITC also procures consultancy services as well as infrastructure and civil works for its clients.

PITC shall continue to be a prime mover in the overall efforts to implement improvements in the procurement system, through its Valued Added Services, which will translate into further savings in time and resources while addressing transparency concerns. These Value Added Services are, a. Pre and Post Procurement Services; b. Market Research; c. Countertrade; d. Fund Management; e. Savings; and f. Securing Intellectual Property Patent for Highly Specialized and Developed Products. In the process, PITC aims to be the procurement arm of choice in this special market.

### **2. Exports**

PITC has over 30 years' professional experience and expertise in the export of a wide range of commodities, industrial products and consumer products. It undertakes export trading, working with a network of Philippine manufacturers, offering them a

range of trade-related services to successfully bring the Philippine products to the global arena.

In the past, PITC operated a number of overseas offices and showrooms in strategic locations such as the United States of America , Japan , Australia , Hongkong , China , Russia , The Netherlands and Vietnam . PITC also aggressively marketed Philippine products by participating in international events and trade fairs.

Today, PITC works with international marketing representatives and agents who can provide assistance in gaining stronger presence in the target markets. With its trading leverage, PITC utilizes innovative and non-traditional approaches to export marketing, thus successfully penetrating markets that are otherwise difficult to enter.

For the international buyer, PITC provides a whole range of services designed to make purchasing from the Philippines a worry-free experience. From order consolidation, production monitoring, quality inspection, to shipping coordination, PITC ensures that the buyer's specifications are met.

On the supply side, PITC is constantly on the look-out for Philippine products with world market potential, and provide consultancy services designed to assist exporters, especially the small and medium scale, to become more competitive internationally. PITC assists manufacturers in identifying reliable sources of raw materials, and facilitates actual importation of these materials for use in production for export. To see an export transaction to its final stages, PITC facilitates export documentation to guarantee shipment and payment.

As the international trading arm of the Philippine government, PITC shall remain steadfast in its efforts to promote the export growth of the country.

### **3. Imports**

PITC plays a key role in the government's price and supply stabilization programs through the strategic bulk importation of essential raw materials and critical commodities.

In recent years, PITC has developed wide experience in the importation of such basic products as rice for domestic distribution, and sugar for the local food processing sector. It has also undertaken importation of urea fertilizer for the countryside farmers, and the dairy cattle needs of the national dairy industry.

PITC has been actively involved in importation programs to address specific concerns of local businesses. For instance, PITC has assisted the local transport industry by bringing in imported used engines and transmissions for jeepneys and buses, resulting in the substantial reduction of domestic prices. To service the needs of the furniture industry, PITC stockpiled rattan poles and other raw materials to ensure their availability to meet the growing demand for Philippine-made furniture both in the domestic and international markets. PITC has also ventured into cement importation in an effort to provide steady supply during the construction boom.

PITC remains committed to utilize its sourcing expertise and international network to ensure supply of basic goods for domestic consumers and raw materials for local industries.

#### **4. Customs Bonded Warehouse**

PITC operates Customs Common Bonded Warehouse (CCBW), a service facility that handles the “tax and duty free” importation of raw materials, packaging materials and accessories needed by Export Producers for the manufacture of their products intended for export within nine (9) months. PITC shall be the importer for and on behalf of the Export Producers.

The CCBW facility includes the following services:

- Processing of applications for the accreditation to the CCBW with the Bureau of Customs
- Warehousing services – storage, handling, trucking and delivery
- Liquidation of warehousing import entries

It eliminates the burden on Marginal Export Producer of maintaining and operating its own CBW or the need to import raw materials under the duty draw-back system, resulting in lower costs and increased competitiveness in the world market.

In addition, the Bureau of Customs approved in 2006 the application of PITC to establish and operate an Industry Specific Customs Bonded Warehouse (ICBW) solely for the purpose of importing refined sugar for Food Exporters. ICBW for sugar is assistance to eligible food exporters to import tax and duty free sugar.

PITC shall continue to help Micro Small and Medium Enterprises and Exporters/Producers in providing trade support services to strengthen Philippine Exports.

## **5. Countertrade**

PITC implements the Countertrade Program of the Philippine Government, utilizing government foreign procurement projects as a leverage to encourage foreign suppliers to purchase Philippine products or channel investments and technology into priority government sectors and strategic local industries.

By virtue of Executive Order No. 120 (series of 1993), PITC is mandated to administer and manage this key program to ensure the integration of countertrade in government contracts involving procurement of foreign capital equipment, machinery, products, technology, supplies and services worth at least US\$1 Million.

Over the years, PITC has facilitated countertrade projects in relation to the procurement of the Armed Forces of the Philippines (AFP), National Food Authority (NFA), Philippine National Police (PNP), and Philippine Coast Guard (PCG) among others. It has also implemented “Debt for Goods” arrangements which paved the way for the entry of Philippine products to countries such as Romania , China and Iraq .

This has allowed the country not only to recoup and preserve its foreign exchange but also enabled key industry sectors to develop and expand new markets and products for export, acquire sophisticated technology, obtain foreign direct investments and avail of specialized technical/training.

As part of its mission, PITC will prioritize the promotion of countertrade and exports thus creating job opportunities and improving the country’s balance of payment.

In Resolution No. 14-2005 regarding the “Adoption of Countertrade As Supplemental Trade Tool In Connection With Government Procurement” the Government Procurement Policy Board (GPPB) encouraged countertrade as part of government foreign procurements citing the constitutional provision that the State shall pursue a trade policy that serves the general welfare and utilize all forms and arrangements of exchange on the basis of equality and reciprocity. (Article XII, Section 13, 1987 Constitution).

**Who may avail of these services:**

All PITC clients and suppliers, whether cottage, small, medium or large

**How to avail of these services:**

Call or visit the PITC office.





# Training

**AGRICULTURAL TRAINING INSTITUTE (ATI)**  
**Department of Agriculture (DA)**

ATI Building, Elliptical Road  
Diliman, Quezon City  
Phone: (+63 2) 929.8541 to 49  
Fax: (+63 2) 920.9792  
Email: [ati\\_director@ati.da.gov.ph](mailto:ati_director@ati.da.gov.ph)  
<http://ati.da.gov.ph/>

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The Agricultural Training Institute (ATI) is mandated to lead in the provision of e-Extension services in collaboration with the various agencies, bureaus and organizational units of the Philippine Department of Agriculture. This is to integrate and harmonize ICT-based extension delivery system for agriculture and fisheries.

As the extension and training arm of the Department of Agriculture, the Agricultural Training Institute performs its mandate as apex agency for a unified and efficient agriculture and fisheries extension (AFE) services in the country, guided by the following goals:

- Improving the Quality of Knowledge Products and Services
- Enhancing AFE Stakeholder's Capabilities
- Strengthening Partnerships in Advancing Excellence in Extension Delivery
- Broadening AFE Innovations
- Strengthening AFE Stakeholders Capacity in Climate Change Adaptation and Anticipation
- Improving Quality of AFE Governance

**Programs and Services:**

**1. Training**

The Institute offers innovative training programs for national, regional and local government extension personnel aimed at improving their managerial and technical competencies. Recent initiatives now include international training courses which are participated in by extension workers in the ASEAN Member Countries.

Various novel curricular programs, innovative participatory extension methods and technology demonstrations are being

developed in partnership with the Department of Agriculture agencies, academe, local government units, and the private sector. The Institute likewise manages scholarships/ fellowships for the Department of Agriculture's client groups in consonance with an integrated human resource development program.

The ATI offers the following training programs:

- **e-Learning courses on Agriculture and Fisheries**  
In partnership with selected agencies under the Department of Agriculture and Department of Science and Technology, the ATI offers certificate courses on agricultural technologies of various commodities through distance mode of education -- e-Learning. For more information, visit [www.e-extension.gov.ph/elearning](http://www.e-extension.gov.ph/elearning).
- **Regional Training Programs**  
These are courses delivered by the ATI Training Centers, especially designed for extension workers of the Local Government Units (LGUs) and their clientele, the farmers, fisherfolk, women, the rural youth and other stakeholders in support to the food security and poverty alleviation program thrusts of the Department of Agriculture.
  - Commodity-based courses
  - Social Technologies courses
  - Agribusiness and Entrepreneurship courses

The Institute through the ATI Central Office holds national and international training programs which are participated in by the partner agencies/ institutions.

## **2. Knowledge Management**

The ATI-Knowledge Products Management Division spearheads the knowledge management initiative of the Institute, particularly on the following:

- knowledge products development and dissemination
- e-Extension
- Courseware development and administration of e-learning courses
- Farm and business advisory services through the Farmers' Contact Center

- Promotion and Dissemination of the Nutrient Manager for Rice mobile and web applications
- Management of School-on-the-Air programs
- Documentation of Good Agricultural Practices and success stories
- Coordination of the Techno Gabay Program
- Corporate Communication
- Management of the Agriculture and Fisheries Knowledge Center

The **School-on-the-Air (SOA) program** is one of ATI's distance learning on the complete package of technology of a commodity and other agriculture and fisheries related subject matter. It is a series of radio programs, presenting the subject matter systematically and in a progressive manner, aired for a period of not less than three months. It may include enhancing mechanisms or tools such as Short Messaging System (SMS), internet, telephone, among others. A certificate is given to the enrollees after completion of the course.

The ATI network of training centers are conducting SOA in their respective areas on the banner commodity programs of the Department of Agriculture including the Organic Agriculture Program. The SOA programs are in collaboration with the DA-Regional Field Offices, local radio stations and partner agencies.

The **Techno Gabay Program (TGP)** was originally initiated by the Philippine Council for Agriculture, Aquatic and Natural Resources Research and Development (PCAARRD) of the Department of Science and Technology (DOST) to promote technology dissemination and utilization guides and facilitate knowledge sharing among extension workers and farmers.

The TGP has four main components: the Farmers Information Technology Service (FITS) Centers and Magsasaka-Siyentista (or Farmer-Scientists), Information Education Communication (IEC) Materials and Information and Communication Technology (ICT). The DOST-PCAARRD started implementing the program in 1998.

Executive Order no. 81, known as the "Encouraging local government units to adopt the Techno Gabay Program in their Agricultural Extension Programs and the Concerned Government Agencies to Provide the Required Assistance for the Purpose" mandated the DOST-PCAARRD to transfer the Techno Gabay program implementation to the Agricultural Training Institute (ATI) being the training and extension arm of the Department of Agriculture as their strategy to institutionalize the extension modalities in the agriculture and fisheries sector of the country.

At present, the ATI made the Techno Gabay Program a part of its knowledge management initiatives where the ATI Network of Training Centers are coordinating the TGP activities in the regions.

### **e-Extension in the Philippines**

The e-Extension Program for Agriculture and Fisheries is an electronic delivery of extension services by a network of institutions to provide a viable modality to the more traditional extension systems for agriculture, fisheries and natural resources sectors. It maximizes the distinct advantage of ICT towards the attainment of a modernized agriculture and fisheries sector by focusing on the creation of an electronic and interactive bridge where farmers, fishers and other stakeholders meet and transact to enhance productivity, profitability and global competitiveness.

## **3. Extension Projects**

- **4H Youth Development Program**

- **Schools for Practical Agriculture**

The Schools for Practical Agriculture or Sanayan ng Pagsasaka at Adhikaing Agrikultura (SPA) is a holistic, integrated community-based agribusiness-ecotourism program of ATI.

The SPAs are learning sites further developed in accordance with the SPA framework of the ATI. That is, the chosen SPA's farm shall become the "school" for hands-on training and the farmer-owner shall be the "teacher" and

community extension worker serving the other farmers to further enhance their farming knowledge and skills as well as for those who would want to venture in farming.

Once the farm is fully developed and made capable to be an effective and efficient venue for training and extension activities, it shall be labelled as a "School for Practical Agriculture."

The goal of the program is to harness the full potential of the less developed but resource-rich farming/fishing communities towards a diversified, holistic and integrated community-based agribusiness -ecotourism program to help uplift the quality of life of the Filipinos in the rural areas.

#### **4. Partnerships**

The Extension Programs and Partnership Division (EPPD) implements the extension and education component of the Department of Agriculture's national banner programs in rice, high value crops and livestock.

#### **5. Governance and Policy Development**

The ATI-Extension Governance and Policy Division (EGPD) develops and monitors the implementation of an integrated national extension policy and agenda for agriculture and fisheries. Aside from policy development, the ATI is responsible for the planning and evaluation of the agricultural extension services at the national level. Being the extension and training arm of the Department of Agriculture, the ATI also serves as the focal agency for the Agriculture and Fisheries Extension Network (AFEN).

#### **6. Scholarships**

The ATI offers scholarship programs for degree and non-degree training in agriculture and fisheries through the Expanded Human Resource Development Program and Youth for Agriculture and Fisheries Program.

## **CENTER FOR QUALITY AND COMPETITIVENESS (CQC) Development Academy of the Philippines (DAP)**

4/F, DAP Building  
San Miguel Avenue, Pasig City  
Phone: (+63 2) 631.2137/2163  
Telefax: (02) 631.2156  
[www.dap.edu.ph](http://www.dap.edu.ph)

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The Development Academy of the Philippines (DAP) is a government-owned and controlled corporation serving as a capacity-builder for government agencies and the private sector along the areas of productivity and quality, knowledge management, governance and sustainable human development. It provides training, research and consultancy services leading to the formulation of policies, design and implementation of innovative development programs for various sectors.

As the National Productivity Organization (NPO), the DAP carries out the country's commitment as a member of the Asian Productivity Organization (APO) by propagating the applications of productivity and quality improvement tools and techniques across sectors in the society. The DAP serves as the implementing arm of APO's activities in the country.

One of the Academy's operating groups is the Center for Quality and Competitiveness (CQC). The CQC caters to providing technical assistance on productivity and quality improvement for public organizations and private enterprises particularly for the SMEs.

### **Programs and Services:**

CQC promotes quality and productivity concepts, principles, and practices to strengthen competitiveness and help public and private sector organizations achieve performance excellence through the following program interventions: value chain productivity management; quality management; SME productivity development and agriculture productivity enhancement.

- Philippine Quality Awards Program
- Organizational Transformation towards Business Excellence
- SME Productivity Development
- Value Chain Productivity Management



- Productivity Measurement
- ISO 9001 Quality Management Systems Development
- Green Productivity
- Productivity Measurement
- Food Safety Management System ISO 22000
- Good Agricultural Practices
- Agriculture Productivity Enhancement Program
- E-AGRIKultura (Agricultural Growth thru Information and Knowledge)

**Who may avail of these services:**

Micro, small and medium enterprises.

**How to avail of these services:**

Write, call or visit the DAP-Center for Quality and Competitiveness.

## **CENTER FOR SMALL ENTREPRENEURS, INC. (CSE)**

1518 Asian Social Institute (ASI) Building

1518 Leon Guinto cor. Escoda Streets

Malate, Manila

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The Center for Small Entrepreneurs, Inc. (CSE) is a non-stock, not for profit entrepreneurial center whose main thrust and focus is the development and empowerment of the enterprising poor. CSE believes that the vulnerable micro and small entrepreneurs can develop themselves if given the opportunity and proper resources.

CSE wants to stimulate and promote entrepreneurship and therefore, supports the development and improvement of the basic business management skills of the entrepreneurs engaged in growth-oriented micro and small enterprises.

### **Programs and Services:**

To enhance the knowledge and skills in entrepreneurship and enterprise development, the micro and small entrepreneurs are provided with the following programs:

#### **1. Entrepinoy Training Workshops**

CSE provides enterprise enhancement assistance programs and services to ensure the growth of entrepreneurs through in-house training and/or institutional on-site training.

- **Entrepreneurship 101**

This FREE Seminar on Entrepreneurship will help build your foundation as a would-be entrepreneur. It is a venue for you to assess yourself and identify aspects of business that you need to strengthen and safeguard before you take the plunge into the world of business.

- **Start Your Own Business Enterprise (SYOBE)**

Invest your hard-earned money in a business that fits your kind of person. Understand the business cycle and what it

would take to set up and manage the type of business that you have in mind.

- **Basic Design and Page Layout Skills**  
Boost your design know-how in just one day! Join CSE for an exciting and fun day of learning at this incredible workshop. You'll discover easy ways to give your projects visual punch, make them more attractive. You'll be amazed at how many design and layout you can create!
- **How to Start and Manage a Travel Agency Business**  
Fond of traveling to many places? Then why not enter into a business of travel agency and book your own flight while earning an income.
- **Effective People Management**  
This course will enable participants to explore the meaning of visibility and trust within the leadership role. It shall also impart techniques in promoting team work as a means of strengthening the organization to gain maximum flexibility and improved performance. Coaching techniques shall also form part of this one day seminar to manage those who are not performing within company standards.
- **SEO and Website Copywriting Seminar**  
The successful rankings for search engine need careful writing skills and don't happen just by chance. To make the best of the immense possibilities that the internet provides, Optimized copywriting in the areas of search engines or rather successful SEM copywriting is must.
- **Costing and Pricing**  
Grow your business fast! Learn the proper costing and know the varied pricing strategies that will match your kind of product and will fit your target market.
- **ABCs of Accounting for Non-Accountants**  
The accounting system of most micro and small entrepreneurs changes along with changing their accountants. Learn to recognize and classify your business transactions, set-up standard internal systems for

maintaining your books, learn how to prepare and read financial statements.

- **Knowing Micro Enterprise Taxes**  
Don't be dependent on your accountants. Know which forms to use, how to compute and when to pay your taxes. Learn it all from the "Knowing Micro Enterprises Taxes Seminar-Workshop" and start enjoying the benefits you can derive from paying the right taxes.
- **Understanding Financial Statements**  
Know what your Financial Statements are telling you about the status of your business. Learn how to forecast your sales and costs and how you can grow your business through financial planning.
- **Winning Business Proposal**  
Have you sent proposals and lost more bids or are you struggling to build up one? The competition is tough - and getting tougher. If you want to win more projects, you need to change your approach! Get that winning proposal written today!
- **Cash Management**  
This course will teach you the systematic way of planning your cash flow, maximizing resources, minimizing risks and maintaining a good level of liquidity.
- **Basic Marketing**  
Learn the tricks and strategies on how to identify and serve your target market and turn your first-time clients to lifetime customers! This training workshop teaches you how.
- **Practical Marketing**  
Know how to market your products/services in a practical and cost effective way.
- **Basic Recordkeeping**  
Learn the tricks and strategies on how to identify and serve your target market and turn your first-time clients to lifetime customers! This training workshop teaches you how.

- **Franchising**  
The Franchise business is now trending. We see a lot of them crawling the metropolis. Learn how to choose the right franchise business for you. Attend this seminar and be confident in making that choice.
- **Financial Planning**  
This 1-day seminar will help you understand the distinct money cycle of your type of business. By having a good grasp of the cycle, you will be able to better allocate cash to not only respond to your business needs but set aside savings and invest for future expansion.
- **Understanding Graft and Corruption**  
You say no to corruption but are you not contributing to corruption? Understand corruption and learn how to combat and eradicate it through this seminar-workshop and save much money for your business.
- **Strategic Market Planning**  
Be guided in designing your own marketing plan that will create a stronger image to better position your product in the market capitalizing on your competitive advantage. Learn to assess your business capacities and set an attainable economic plan that will lead you to a profitable and successful business.
- **Livelihood Skills Workshop – Meat Processing**  
Learn how to make a living by creating your own processed meat in three variants.
- **Livelihood Workshop – Dimsum Making**  
Learn how to make Siomai in half-day Seminar! This half-day seminar shall aid you in developing the skill in siomai-making. It also includes Lecturette on meat processing as well as costing and pricing for a siomai business. Enroll now and start building your own siomai brand for future franchising!

- **Livelihood Workshop – Tahoe and Soya Milk Making**  
Be healthy and earn an income by knowing how to make the all-time Filipino favorite taho and soya milk in this one day workshop.
- **Livelihood Workshop – Powdered Detergent and Fabcon**  
Explore alternative means of generating income by making and selling your own powdered detergent and fabric conditioner that can effectively be used in households and business.
- **Livelihood Workshop – Fashion Beads Accessories Crafting**  
Capitalize on your own fashion sense and creativity in making your personally designed accessories. Learn the techniques as well as costing, pricing and packaging in this half day seminar.
- **Livelihood Workshop – Hand Sanitizer & Hand Soap**  
Ensure yourself to be bacteria free and earn money from it by learning how to make your own hand soap and sanitizer in this half day seminar workshop.
- **How to Start and Manage a Manpower Business**  
Learn the step-by-step procedures in putting up your own manpower agency. Know the legal requirements and learn the techniques in coming up with a hassle-free and profitable business.
- **How to do Online Marketing/Business**  
More and more people today explore and engage in home-based online business powered by the internet. This half-day course shall enable you to understand the process, plan and start your very own online business. Learn how and start spending more time with your family while earning profitably.

## 2. Entrep Hub

An information technology service that aims to provide opportunities to micro and small entrepreneurs in showcasing

their enterprises, building networks, increasing market share and promoting their products and or service online.

### **3. Publications**

Popular and sustainable publications that empowers micro, small, and budding entrepreneurs by increasing their level of awareness through information and education, and by serving as an effective channel of the sector's situations, needs, and interests in the community and the economy.

- **Entrepreneurship: Creating, Building and Growing Your Business Enterprise**

This book serves as a tribute to the micro and small entrepreneurs of our nation, whom we consider as heroes and champions of our economy. Entrepreneurship book is a testimony to CSE's advocacy and commitment to responsible entrepreneurship.

The book is divided into two parts. The first part exposes the reader to the core of challenge of creating, building and growing a business enterprise. The second part of the book pays tribute to successes of micro entrepreneurs. Seven of the featured entrepreneurs exemplify the potential of micro enterprises to become big and industry leaders, while the other twenty-two illustrate the inspiring stories of ordinary men and women taking on the challenge of entrepreneurship and are bent on achieving extraordinary things.

- **Business Tips Para sa mga Entrepinoy**

- **Business Forms and Legal Documents Kit**

This business kit contains a manual of the different business forms and legal documents pro-forma (hard copy) and a CD containing all the pro-forma forms and documents (soft copy) which can be easily customized to fit entrepreneurs' documentary needs.

- **Business Memos and Correspondence Kit**

Business writing is now made easier, more accessible and more affordable for micro and small entrepreneurs. Through the Entrepreneurs' Guide to Business Memos and

Correspondence Kit, everything that is needed to compose business letters is already packed in just one manual and it comes with a CD! The forms, memos and letters are carefully chosen to fit the needs of your business and are grouped for easy reference and use. The Kit is a friendly tool fit the growing business enterprise's needs.

- **RX for Human Resource Managers**

A book that will guide readers in setting up internal systems and policies relevant to a functionally effective practice of human resource management. Also provides standard forms, contracts and templates that can be instantly adapted

- **Entrepinoy Journal**

A yearly compilation of the monthly magazine that features true to life stories of entrepreneurs, provides business tips for growth-oriented individuals and news updates on entrepreneurship.

- **Registering your Business**

A booklet that will guide entrepreneurs thru the step-by-step process of preparing requirements for legally registering their business.

#### **4. Entrepreneurial Events**

#### **5. Business Matching**

##### **Who may avail of these services:**

Micro and small entrepreneurs, would-be entrepreneurs, professionals, entrepreneurship students, NGOs and private institutions involved in entrepreneurial promotions

##### **How to avail of these services:**

Write, call or visit CSE. You may also visit its website.



## **COTTAGE INDUSTRY TECHNOLOGY CENTER (CITC)**

### **Department of Trade and Industry (DTI)**

20 Russet Street, SSS Village, Marikina City

Phone: (+63 2) 942.3974 ♦ 941.4516/61 ♦ 942.4907

Fax: (+63 2) 942.0880 ♦ 941.0107

Email: citc\_dti@yahoo.com

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The Cottage Industry Technology Center (CITC) implements programs and projects aimed to provide production enhancing technologies and processes, tooling and equipment, product sample making/materials manipulation, and other related business development services (BDS) to community based enterprises (CBEs), marginalized groups, cooperatives, associations, and other self-help groups with the end-view of transforming them into sustainable and competitive MSMEs. It also helps develop other government and non-government entities as local non-financial BDS providers.

Moreover, the CITC provides skills training, technical consultancy, and common facility services to micro, small, and medium enterprises (MSMEs) as well as to the country's giftwares and holiday decors, fine jewelry, leather footwear, and home furnishing industries.

### **Programs and Services:**

#### **1. Diagnostics**

A specialized service in the form of analyzing existing or planned production systems starting from raw materials to finished products.

#### **2. Technology Transfer and Skills Training**

From the result of the diagnostic services conducted, customized productivity and competency enhancement interventions will then be designed, reviewed, validated and delivered to target beneficiaries through skills training and knowledge development.

### **Leather Footwear Industry Development Program**

Philippine Footwear Academy (PFA)

- 3-year Footwear Manufacturing Technology Course

- Pattern Making (Basic/Advance)
- Shoe Upper Costing
- Flip-Flops Making
- Introduction to Shoe Making
- Prototyping and Sample Making
- Product Knowledge

*Contact CITC for list of other courses*

### **Jewelry Industry Development Program**

San Eligius Jewelry Training Center (SEJTC)

- 15-month Fine Jewelry Manufacturing Technology Course
- Basic Jewelry Design
- Stone Setting
- Jewelry Casting
- Jewelry Polishing & Finishing
- Jewelry Wireworks

*Contact CITC for list of other courses*

### **Gifts and Housewares**

- Handmade Paper Making (Basic/Advance)
- Handloom Weaving Technology (Basic/Advance)
- Food Processing (e.g. ham/bacon, tocino, longanisa, meat loaf, etc.)
- Commercial Baking (e.g. ensaymada, pandesal, pandecoco)
- Specialty Baking (e.g. holiday goodies, pastries, muffins)
- Dimsum (e.g. siopao, siomai, cuapao, etc.)
- Soap Making (e.g. laundry, herbal, detergents)
- Stuffed Toy Making
- Novelty Items Making (e.g. holiday/Christmas décor)
- Basketry (Basic/Advance)
- Beadworks (Basic/Advance)
- Shell (capiz, tahong, coco) Lamination
- Dressmaking
- Bag Making
- Personal Care Products (scents and fragrances)
- Coco Products
- Peanut Products

*Contact CITC for list of other courses*

### **Furniture and Builders Woodworks**

- Woodworking Machine Operation, Maintenance & Millwrighting

- Furniture & Builders Woodwork Technology
- Furniture Carpentry
- Wooden Picture Frame Making
- Bamboo Furniture Making (Round Component)
- Laminated Bamboo (Engineered)
- Bamboo Novelty Items Making
- Furniture Finishing (wood/bamboo)
- Metalworking Machine Shop Operation
- Mix-media Furniture Making (bamboo/wood/metal)
- Jig Making Technology
- Welding Technology (gas/electric)

*Contact CITC for list of other courses*

### **3. Technical Consultancy Services**

Helps producers in technology upgrading, product design and development, troubleshooting, tools and equipment selection, and inishing techniques, among other areas in the production process

### **4. Tooling and Equipment**

Design and fabrication of simple and low cost yet productivity enhancing tools and equipment to adapt to micro enterprises unique operations that equally require unique or customized implements.

### **5. Sample Making Prototyping**

Provision of sample making or product prototyping services by CITC experts to micro enterprises who do not have the capacity to perform this task on their own.

### **6. Materials Utilization/Manipulation**

Maximizes the competitive advantage of community based enterprises in terms of accessibility to sustainable raw materials, research and development activities aiming to come up with new indigenous-based materials suitable for construction purposes or for fresh and exciting products application.

### **7. Common Facility Services**

Includes a wide range of tools and machines for furniture-making, builders woodworks, bamboo-rattan crafts, metalworking, handloom weaving, pottery/decorative, ceramics, footwear pattern grading, and fine jewelry making

**Who may avail of these services:**

Start-up and existing MSMEs, government and private agencies, non-government organizations (NGOs), industry associations, cooperatives, peoples organizations and other self-help groups.

**How to avail of these services:****1. Diagnostics**

Send a letter of request addressed to the CITC Executive Director specifying the title of the desired service/s, proposed date, venue and the number of participants. The request will be subject to evaluation. The requesting party will then be given a feedback/recommendation specifying the Center's trainer/s availability, cost involved and other necessary information.

**2. Competency Building****• In-Center Training**

CITC issues a training calendar every year which includes the title of the courses, dates of implementation and the corresponding fees for training courses to be conducted within the Center's premises in Marikina. Copies of this training calendar are distributed to DTI line bureaus and attached agencies as well as to DTI Regional and Provincial Offices. Interested parties may also inquire about these courses and make reservation by visiting, writing or calling the assigned contact person/division.

**• Out-Center Training**

Send a letter of request addressed to the CITC Executive Director specifying the title of the desired training course/s, proposed date, venue and the number of participants. The request will be subject to evaluation. The requesting party will then be given a feedback/recommendation specifying the Center's trainer/s availability, cost involved and other necessary information.

**3. Technical Consultancy Services**

- Write, visit, or call the assigned contact person for the field or sector that covers your business.
- For walk-in clients, request and fill up a Technical Consultancy Service Request Form. It will then be submitted to the appropriate CITC expert for evaluation. If the client

conformed to the action to be taken by the expert and its corresponding fees, consultancy service can now be provided as agreed upon.

- If the expert is not available at the time of the visit, an appointment may be arranged to discuss details of the service required including the date, venue, and corresponding fees.

#### **4. Common Facility Services**

Send a letter request addressed to the CITC Executive Director stating the nature of the work to be done using CITC facilities and the duration of the project. Other information such as company profile, knowledge and skills level of the company's workers/operators, among others, must be included or attached on the request. The feasibility of the request will be evaluated by the Center who will then provide the requesting party with feedback/recommendation specifying the Center's facilities availability, cost involved and other necessary information.

#### **5. Tooling and Equipment**

The client is advised to submit the plan/design or sample and other relevant information on the tools/equipment that the requesting party wishes to be prototyped or fabricated. This can be done either by visiting or writing the contact person for the field or sector that covers your business. The plan/design or sample will be evaluated and then appropriate recommendation shall be given to the requesting party.

#### **6. Materials Utilization/Manipulation**

(Same procedure as Tooling and Equipment)

#### **7. Sample Making/Prototyping**

(Same procedure as Tooling and Equipment)

## **PHILIPPINE CENTER FOR ENTREPRENEURSHIP (PCE)**

5/F, RFM Corporate Center  
Pioneer corner Sheridan Streets  
Mandaluyong City  
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Go Negosyo is the advocacy of the Philippine Center for Entrepreneurship (PCE), a non-stock, non-profit organization that advocates for a change in MINDSET and ATTITUDE. PCE believes that Filipinos can address poverty in the country by engaging in entrepreneurship and developing an optimistic, passionate, creative and innovative, resourceful, diligent and persevering character. We encourage everyone to take charge and make the most of their resources and abilities by utilizing and transforming these into viable enterprises.

Through our Caravans, Negosems, multi-media (TV and web) campaigns and books, Go Negosyo hopes to demystify entrepreneurial success and popularize entrepreneurship as an alternative to unemployment, job-seeking or migration. We are a partner in improving entrepreneurship education, and in providing a marketplace of ideas, innovations, business models and best practices. In short, we aim to catalyze the development of entrepreneurship in the country. An entrepreneurial culture would lead to an entrepreneurial nation and, consequently, to improved economy for the country.

Go Negosyo do not endorse a particular kind of business or franchise. Instead, we provide links to our partner entrepreneurs' businesses, to business opportunities, to entrepreneurship-related training programs, and to funding sources. Hoping to generate competitive Filipino entrepreneurs, we seek to be the institution that brings together all key stakeholders and enablers of different entrepreneurship programs.

## **Programs and Services:**

### **1. Caravans and Summits**

Caravans and Summits serve as Go Negosyo's venue to inspire attitude change, to present entrepreneurship as an attainable career choice and means of living, and to teach basic concepts in starting and running a successful business. Held for one day, Caravans and Summits are free of charge and open to all individuals who want to start their own business.

Caravans and Summits usually feature the following activities:

- Awarding of respected and accomplished entrepreneurs from the local area or sector, to serve as role models and icons
- Talks and Forums featuring established entrepreneurs and business experts, to inspire and provide knowhow in starting a business
- Exhibits/Exhibitions of various products and services, to provide examples of business models and stimulate innovative thinking
- Breakaway Seminars on special topics of interest, to help spur more ideas for business opportunities

Go Negosyo stages Caravans and Summits following different themes. Over the years, it has been customizing the program for various regions, industries, and sectors, each with its own exceptional line-up of entrepreneurs and speakers, and with its own set of Inspiring Entrepreneur Awardees.

### **2. Kaya Mo! TV**

Go Negosyo, Kaya Mo! Tagumpay Mula sa Kahirapan is a 30-minute two-part tele-magazine show produced by Go Negosyo. Hosted by celebrity-entrepreneur Gladys Reyes, the show features successful entrepreneurs and business gurus who share their experiences and business knowhow. It gives budding and established negosyantes their weekly dose of practical business advice and the latest negosyo news and happenings.

Go Negosyo, Kaya Mo! Tagumpay Mula sa Kahirapan is shown every Saturday and Sunday, 8:00 AM on QTV Channel 11, and replayed every Sunday, 8:00 PM on NBN 4. It is also

broadcasted in GMA's international channels GMA Pinoy TV and GMA Life TV

### **3. NEGOSEMS**

The Negosyo Seminar (NEGOSEM) is a one-day seminar on the how-to's in entrepreneurship that aim to help micro and small negosyantes become more innovative, strategic and smart. The seminar is an opportunity to learn or revisit key principles in entrepreneurship, from mastering self and the opportunities around to continuously generate relevant innovations; to mastering the enterprise – from set-up, product development and marketing, to finding sources of capital and managing finance.

NegoSem aims to take Philippine Center for Entrepreneurship (PCE) - Go Negosyo's capacity-building efforts, such as its summits, forums and expos, weekly Negosyo TV show and newspaper column and website and books to the next level; through a more intensive lecture-workshop format that will give its participants a deeper understanding of the core proficiencies in entrepreneurship. This seminar is designed to follow a less theoretical and more practical framework, and to feature distilled learnings from case studies and actual examples to guide any aspiring or existing entrepreneur in setting up and running a business.

#### **Angelpreneurs**

The seminar proper will be led by Go Negosyo Angelpreneurs, who are experienced entrepreneurs, seasoned business lecturers, professional speakers, and Go Negosyo mentors, who have the heart to educate and guide existing and budding entrepreneurs in their entrepreneurial journey.

#### **Seminar Coverage**

Throughout this one-day seminar, Angelpreneurs will present and discuss the following topics of entrepreneurship:

- Mastering self through positive and entrepreneurial mindset
- Spotting and seizing business opportunities and choosing the right market
- Developing innovative products/services and setting up of business



- Marketing products/services
- Business funding and managing finances

Prior to the seminar proper, there will be a forum entitled Tagumpay Mula sa Kahirapan where successful entrepreneurs will share their inspiring stories, especially on how they were able to surpass the various challenges in life and become successful in their businesses.

#### **4. Books**

With inspiration comes great possibilities. Go Negosyo continues to inspire negosyantes and wannabes alike with its bestselling books on the inspiring stories of entrepreneurs:

- GO NEGOSYO: Joey Concepcion's 50 Inspiring Entrepreneurial Stories
- GO NEGOSYO: Joey Concepcion's 55 Inspiring Stories of Women Entrepreneurs
- GO NEGOSYO: Joey Concepcion's 100 Inspiring Stories of Small Entrepreneurs
- GOSYO: 21 Steps on How to Start Your Own Business
- 8 Simple Secrets to Raising Entrepreneurial Kids
- GO NEGOSYO: 50 Inspiring Stories of Young Entrepreneurs

**PHILIPPINE TRADE TRAINING CENTER (PTTC)**  
**Department of Trade and Industry (DTI)**

PTTC Building

Roxas Boulevard corner Sen. Gil J. Puyat Avenue, Pasay City

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The Philippine Trade Training Center (PTTC) designs and develops training curricula and corresponding instructional materials, and conducts training programs for MSMEs, business support organizations and the government sector. It provides post-training advisory and counseling services; customized in-company/firm-level training programs and services; a venue for MSMEs and large enterprises to promote their products by marketing, renting out and maintaining exhibition facilities; and events management support.

**Programs and Services:**

**Training Programs**

**1. Entrepreneurship Development**

**A. Business Start-Up Briefings**

- How to Start a Business
- BEST Game Workshop
- Understanding Patents, Trademarks and Copyrights
- Financing Facilities for MSMEs
- Business Opportunities in Franchising
- Finding the Right Market for the Right Product
- Putting Your Business Online
- Exporting Made e-Z

**B. Quality and Productivity Improvement Briefings**

- Corporate Culture: Filipino Values in the Workplace
- Food Safety
- Kaizen Philosophy
- 5S of Good Housekeeping
- Cleaner Production
- Waste Minimization

## **2. Business Capability Building**

### **A. Business Management Seminars**

- Strategic Marketing
- Effective Selling Skills
- Developing an Effective Purchasing Systems
- Supply Chain Management
- Business Plan Preparation
- Effective Market Research
- Developing an Effective Financial Plan
- Market Intelligence: How to Compete Effectively
- Logistics Management
- Basic Business Recording and Cash Flow Management
- How to Participate in Trade Fairs
- Dynamic Negotiation Skills
- Effective Customer Service
- Improving Business Key Accounts Selling
- Setting Up an Effective Customer Payment System for Your Business
- Customer Relations Management

### **B. Export Management Seminars**

- Expanding Business Through Exports
- Import Procedures and Documentation
- Product Costing and Pricing
- Understanding Customs Valuation
- Market Opportunities (Selected Countries)

### **C. IT and Webpage Development Seminars**

- Basic MS Word
- Basic/Advanced MS Excel
- Basic/Advanced MS Powerpoint
- Build Your Own Website
- Open Office
- Basic Webpage Development Using Dreamweaver MX
- Web Graphics Design and Production Using Adobe Photoshop
- Webpage Development: Creating Interactive Content and Animation using
- Flash
- Webpage Development: Creating Interactive Content Using Macromedia Fireworks

- Webpage Development: Advanced Dreamweaver MX
- Basic Printed Advertisement Design Using Pagemaker

#### **D. Business Language Seminars**

- Japanese Business Language
- Let Your English Work at Work
- Chinese Mandarin Business Language

### **3. Quality and Productivity**

#### **A. General Seminars**

- Materials Management and Inventory Control
- Production and Operations Management
- Six Sigma
- Effective Leadership Skills
- Failure Mode and Effect Analysis
- Problem-Solving and Decision-Making Techniques
- An Introduction to Ergonomics
- Supervisory Effectiveness for Improved Quality and Productivity
- How to Become an Effective Quality Management Representative
- Process Optimization through the Design of Experiments
- Time and Motion Study
- Total Quality Management
- Work Improvement Tools
- Lean Manufacturing
- Statistical Process Control

#### **B. International Standards Seminars**

- ISO 9000 Quality Management System
- ISO 9000 Quality Management System Documentation
- Internal Quality Audit
- ISO/IEC 17025 Standard for Laboratory Competence
- ISO/IEC 17025 Laboratory Internal Audit
- ISO 1400 Environmental Management System
- ISO 1400 Documentation

#### **C. Food Seminars**

- Current Good Manufacturing Practices (CGMP)
- Food Packaging and Labeling
- Packaging as a Marketing Tool
- Awareness on Hazard Analysis Critical Control Points (HACCP)

- Documentation of Hazard Analysis Critical Control Points
- HACCP Auditors' Course

## **Training and Exhibition Facilities**

### **1. Information Access Center (IAC)**

- a. Comprises a computer lecture room with 36 desktop computers for small or big training programs on IT and webpage development and other computer-related courses;
- b. Comprises a seminar room that can accommodate up to 100 participants;
- c. Comprises an Internet Plaza with 28 desktop computers that provides free use of the Internet and MS Office tools for seminar participants, trade fair exhibitors and visitors, MSME clients and the general public, including students. A minimal fee is charged for printing and scanning services;
- d. The entire IAC facility has two scanners, three 4-in-1 multocopier machines (fax, phone, scanner and printer), one copier machine, two LCD projectors, two audio mixers and microphone units.

### **2. WTO Reference Center**

- a. Comprises selected CD-ROMs and print publications on the World Trade Organization (WTO) and other WTO-related publications by the International Trade Center (ITC).
- b. Comprises one desktop computer containing WTO electronic publications and databases.

### **3. Rental of Seminar Rooms and Exhibition Halls**

- a. Basic Amenities for Seminar Rooms and Exhibition Halls
  - General overhead lighting
  - Standby generator sets for general lighting and outlets
- b. Basic Amenities for Halls
  - Public address system
  - Podium, flag and outdoor flagpoles
  - Opening ceremony reception area
  - Use of show window
- c. Specific Amenities for Rooms
  - LCD Projector (with separate rental fee) or OHP and screen
  - Desktop or Notebook computer (with separate rental fee)
  - Audio system with microphone
  - TV monitor and VHS/DVD player

**How to avail of these services:**

Seminars in Metro Manila are held at the PTTC building. Interested participants may pre-register by calling PTTC, or by sending a fax or e-mail. Walk-in participants are also allowed. Participants must pay the seminar fee before the seminar date, or on the first day of the seminar. Seminar fees are paid in cash or company check (manager's/cashier's check). The annual schedule of seminars is published at the PTTC website at [www.pttc.gov.ph](http://www.pttc.gov.ph).

Regional seminars are generally conducted in co-sponsorship or as requested by the DTI regional or provincial offices, local government units (LGUs) and regional/provincial trade and industry associations or chambers of commerce. Announcements concerning regional seminar schedules and registration of participants are done by the DTI regional and/or provincial offices.

All training programs and projects, trade fairs and exhibits and other events held at the PTTC must clearly promote the business activities of micro, small and medium enterprises (MSMEs) as well as large enterprises, whether these activities are intended for the domestic market or the international market.

PTTC-organized seminars and trade events are given first priority in the use of the seminar rooms and exhibition halls. As such, seminar rooms and exhibition halls may be rented out to public and private sector organizers only in the absence of any scheduled PTTC as well as DTI activity.

For inquiries on training programs, you may contact the Trade Business Management Division (TBMD) for entrepreneurship briefings and trade business management seminars (Phone: 468.8962 or 831.9988 Email: [tbmd@pttc.gov.ph](mailto:tbmd@pttc.gov.ph)); or the Testing and Inspection Division (TID) for quality and productivity briefings and seminars (Phone: 468.8963 to 64 or 833.0809 Email: [tid@pttc.gov.ph](mailto:tid@pttc.gov.ph)).

For inquiries on the rental of seminar rooms and exhibition halls, you may contact the Trade Exhibition Division (TED) (Phone: 468.8968 or 834.1350 Email: [ted@pttc.gov.ph](mailto:ted@pttc.gov.ph)).

For inquiries on the Information Access Center and the WTO Reference Center, you may contact the Planning and Programming Division (PPD) (Phone: 833.9913 Email: [info@pttc.gov.ph](mailto:info@pttc.gov.ph)).

## **TECHNICAL EDUCATION AND SKILLS DEVELOPMENT AUTHORITY (TESDA)**

### **Department of Labor and Employment (DOLE)**

TESDA Complex, East Service Road

South Superhighway, Taguig City

Phone: (+63 2) 817.4076 to 82 ♦ 818.8829 ♦ 893.2554

Fax: (+63 2) 816.2480

Email: [tesdacontactcenter@gmail.com](mailto:tesdacontactcenter@gmail.com)

[www.tesda.gov.ph](http://www.tesda.gov.ph)

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The Technical Education and Skills Development Authority (TESDA) is mandated to:

1. Integrate, coordinate and monitor skills development programs;
2. Restructure efforts to promote and develop middle-level manpower;
3. Approve skills standards and tests;
4. Develop an accreditation system for institutions involved in middle-level manpower development;
5. Fund programs and projects for technical education and skills development; and
6. Assist trainers training programs.

At the same time, TESDA is expected to:

- Devolve training functions to local governments;
- Reform the apprenticeship program;
- Involve industry/employers in skills training;
- Formulate a skills development plan;
- Develop and administer training incentives;
- Organize skills competitions; and
- Manage skills development funds.

Overall, TESDA formulates manpower and skills plans, sets appropriate skills standards and tests, coordinates and monitors manpower policies and programs, and provides policy directions and guidelines for resource allocation for the TVET institutions in both the private and public sectors.

Today, TESDA has evolved into an organization that is responsive, effective and efficient in delivering myriad services to its clients. To accomplish its multi-pronged mission, the TESDA Board has been

formulating strategies and programs geared towards yielding the highest impact on manpower development in various areas, industry sectors and institutions.

## **Programs and Services:**

### **1. Technical Vocational Education and Training (TVET) Programs**

- **School Based Program**

This refers to the direct delivery or provision of TVET programs by the TESDA-administered schools. Totalling to 57, 19 are agricultural schools. 7 are fishery schools and 31 are trade schools. These school based programs include post-secondary offerings of varying duration not exceeding three years.

- **Center Based Program**

These refer to training provisions being undertaken in the TESDA Regional (15) and Provincial (45) Training Centers totaling 60 in selected trade areas in the different regions and provinces in the country.

- **Community Based Program**

Community-based Training for Enterprise development Program is primarily addressed to the poor and marginal groups, those who cannot access, or are not accessible by formal training provisions. They have low skills, limited management abilities, and have few economic options. They have no access to capital – most of them are unqualified for formal credit programs. The program goes further than just mere skills training provision. It is purposively designed to catalyzed the creation of livelihood enterprises that shall be implemented by the trainees, immediately after the training. Likewise, it is designed to assist partner agencies such as LGUs, NGOs, people organizations and other agencies organizations with mission to help the poor get into productive undertakings to help themselves and their communities.

- **Enterprise Based Program**

Enterprised-Based Programs are training program being implemented within companies/firms. These programs can be any of the following:



- o **Apprenticeship Program** is a training and employment program involving a contract between an apprentice and an employer on an approved apprenticeable occupation. Generally, it aims to provide a mechanism that will ensure availability of qualified skilled workers based on industry requirements. The period of apprenticeship covers a minimum of four months and a maximum of six months. Only companies with approved and registered apprenticeship programs under TESDA can be hire apprentices.

**Objectives:**

- (1) To help meet the demand of the economy for trained manpower;
  - (2) To establish a national apprenticeship program through the participation of employers, workers and government and non-government agencies; and
  - (3) To establish apprenticeship standards for the protection of apprentices.
- o **Learnership Program** is a practical training on-the-job for approved learnable occupations, for a period not exceeding three months. Only companies with TESDA approved and registered learnership programs can hire learners.
  - o **Dual Training System** is an instructional mode of delivery for technology-based education and training in which learning takes place alternately in two venues: the school or training center and the company.

One of the strategic approaches on this program is the conversion of selected industry practices/ programs registered under the apprenticeship program into DTS modality.

**Objectives:**

To strengthen manpower education and training in the Philippines by institutionalizing the DTS as an instructional delivery system of technical and vocational education and training (TVET).

**Target Beneficiaries:**

- Trainees/ Students
- Companies
- Schools

- Training Centers
- Training Institutions
- IBs/Industry Associations
- LGUs
- NGOs
- GOs
- Parents
- Teachers
- Trainers

### **Benefits of the Dual Training System:**

#### **For Students:**

- Quality training and proper skills, work attitude and knowledge
- Enhanced employability after training
- Better chances for career mobility
- Allowance for transportation and other expenses

#### **For Companies:**

- Workers developed according to the company's needs
- Guaranteed highly skilled and productive workers
- Savings on production cost through tax incentives

#### **For Schools:**

- Less need for sophisticated equipment and facilities
- Responsiveness to industries' needs
- Maximized use of equipment and facilities
- Better employment opportunities for its graduates
- Enhanced public image
- Tax exemption for imported equipment

#### **Coverage of DTS:**

Participants in the dual training system include duly accredited:

- Public and private educational institutions/training centers
- Agricultural, industrial and business establishments

#### **DTS Accreditation Procedures**

Schools or training centers and business establishments interested in adopting the dual training system must apply for accreditation with TESDA.

Accreditation is necessary to ensure quality training and prevent abuses in program implementation.

To qualify for accreditation, the school or training center must have the necessary facilities, equipment, qualified teachers, and training plan.

To become a DTS cooperator, a company must apply for accreditation through an accredited school. The company accepting trainees must have the necessary equipment and workshop areas for hands-on training, qualified trainers, and training plan.

- **TESDA Language and Skills Institute (LSI)**

- List of Foreign Language Courses in LSI:**

- Arabic Language and Saudi/Gulf Culture
    - English Proficiency Course
    - Korean Language and Culture
    - Mandarin Chinese Language and Culture
    - Japanese (Nihonggo) Language and Culture
    - Spanish Language for Different Vocation

- **TVI with TESDA Registered Programs**

## **2. Competency Standards Development**

TESDA develops competency standards for middle-level skilled workers. These are in the form of units of competency containing descriptors for acceptable work performance. These are packaged into qualifications corresponding to critical jobs and occupations in the priority industry sectors. The qualifications correspond to a specific levels in the Philippine TVET Qualifications Framework (PTQF).

The competency standards and qualifications, together with training standards and assessment arrangements comprise the national training regulations (TR) promulgated by the TESDA Board. The TRs serve as basis for registration and delivery of TVET programs, competency assessment and certification and development of curricula for the specific qualification.

## **3. Competency Assessment and Certification**

TESDA pursues the assessment and certification of the competencies of the middle-level skilled workers through Philippine TVET Qualification and Certification System (PTQCS). The assessment process seeks to determine whether the graduate or worker can perform to the standards expected in the workplace based on the defined competency standards.

Certification is provided to those who meets the competency standards. This ensures the productivity, quality and global competitiveness of the middle-level workers.

TESDA has a Registry of Certified Workers which provides information on the pool of certified workers for certain occupations nationwide.

TESDA also has accredited assessment centers as well as the competency assessors who conduct competency assessment process for persons applying for certification.

#### **4. Program Registration and Accreditation**

Program registration in Unified TVET Program Registration and Accreditation System (UTPRAS) is the mandatory registration of TVET programs with TESDA. It is the system that ensures compliance of Technical Vocational Institutions (TVIs) with the minimum requirements as prescribed under the promulgated training regulation to include among others curricular programs, faculty and staff qualifications, physical sites and facilities, tools, equipment, supplies and materials and similar requirements prior to the issuance of the government authority to offer or undertake technical vocational education programs.

A TVET institution has to comply with the requirements of registration prior to its offering of a program. Upon completion of all the requirements, an institution is issued a Certificate of Program Registration (CoPR) and the program is officially listed in the TESDA Compendium of Registered Programs. The program is subjected to a compliance audit and in some instances surveillance upon receipt of complaint by TESDA.

#### **Who may avail of these services:**

Different target beneficiaries for each component.

#### **How to avail of these services:**

Write, call, or visit your nearest TESDA office.

**INSTITUTE FOR SMALL-SCALE INDUSTRIES (ISSI)**  
**University of the Philippines (UP)**

E. Virata Hall, E. Jacinto Street

U.P. Campus, Diliman, Quezon City

Phone: (+63 2) 927.9238 ♦ 928.7076 to 79

Telefax: (+63 2) 920.6923

Email: info.issi@up.edu.ph

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The Institute for Small-Scale Industries (ISSI) is an extension unit of the UP whose mission is to empower SMEs to sustain their viability in a global environment so that they may fully contribute to the national goals of growth, employment, and equity through the provision of relevant, affordable, appropriate, and innovative training programs, research studies, consultancy and information services, and public information and advocacy activities.

The UP-ISSI provides services to SMEs by:

- Improving knowledge, skills, and attitudes through entrepreneurship development, management and technical training;
- Increasing efficiency and productivity;
- Improving product quality; and,
- Improving access to assistance in marketing, technical aspects, and financing.

**Programs and Services:**

**1. Training (through regular public offerings and customized training programs for Filipino and International participants)**

- Developing entrepreneurs
- Perking up marketing
- Perfecting operations
- Harnessing technology
- Empowering human resources
- Demystifying finance
- Making leaders

**2. Research**

- Socio-economic surveys
- Policy papers affecting SMEs

- Resource identification and business opportunities
- Evaluation studies
- Entrepreneurship development
- Industry analyses and studies
- Documentation of experiences and studies
- Publications: case studies on women entrepreneurs, inventors and couples in business; credit manuals, counselors manual, entrepreneur's manual, business delivery service center (BDS) manual

### **3. Consultancy**

- **Firm Level**
  - Market Analysis and Assessment
  - Productivity Improvement
  - Management Audit
  - 5S, Methods Improvement
  - Financial Management
- **Institutional Level**
  - Strategy Development
  - Market Analysis
  - Industry Development
  - Development Plans Preparation
  - Capability Building, Facilitation, Strategic Planning, Team Building, Training of Trainors

#### **Who may avail of these services:**

SME development organizations, private businesses, government agencies, non-government organizations, business schools, industry associations, and individuals who aspire to become entrepreneurs or groups who want to maximize their potentials.



# **Regulatory/Incentives**



**BUREAU OF AGRICULTURE AND FISHERIES  
PRODUCT STANDARDS (BAFPS)**

**Department of Agriculture (DA)**

BPI Compound, Visayas Avenue, Diliman, Quezon City

Phone: (+63 2) 455.2858

Telefax: (+63 2) 920.6131

Email: [bafpsda@yahoo.com](mailto:bafpsda@yahoo.com)

<http://bafps.da.gov.ph>

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The Bureau of Agriculture and Fisheries Product Standards (BAFPS) is established by Republic Act No. 8435, otherwise known as the Agriculture and Fisheries Modernization Act (AFMA) of 1997 and Administrative Order No. 17, series of 1998 to (1) ensure consumer safety, and (2) promote competitiveness of agriculture and fisheries products through adherence to and the use of product standards for agriculture and fishery products.

It is mandated to formulate and enforce standards of quality in the processing, preservation, packaging, labeling, importation, distribution and advertising of agricultural and fisheries products; conduct research on product standardization, alignment of local standards with international standards; and, conduct regular inspection of processing plants, storage facilities, abattoirs, as well as public and private markets in order to ensure freshness, safety and quality of products.

BAFPS has the following powers and functions:

- Formulate and enforce standards of quality in the processing, preservation, packaging, labeling, importation, exportation, distribution, and advertising of agricultural and fisheries products;
- Conduct research on product standardization, alignment of the local standards with the international standards, and;
- Conduct regular inspection of processing plants, storage facilities, abattoirs, as well as public and private markets in order to ensure freshness, safety and quality of products.

## **Programs and Services:**

### **1. Standards Development and Harmonization**

Formulate standards for fresh agriculture and fisheries products, vegetables, fruits, ornamentals (cutflowers), corn, coconut by-products, fisheries, livestock, organic rice and muscovado.

### **2. Technical Services**

- Codex Contact Point, Chair of Codex Committee on General Principles and Task Force on Biotechnology
- Corn Quality Management
- Good Agricultural Practices (GAP)
- Organic Agriculture (OA)
- Food Safety and Quality Seminars

## **Accomplished the following Philippine National Standards for:**

- Ornamental Plants
  - Carnation
  - Chrysanthemum: standard type; spray type; and live-potted plants
  - Orchid
- Food Safety and Quality Seminars
- Green Coffee Beans
- Organic Agriculture
- Bulb Onions
- Shelled Corn
- Saba Banana and Cardaba Banana
- Fresh Pineapple
- Fresh Mango
- Fresh Durian
- Fresh Pomelo
- Corn Grits
- Virgin Coconut Oil
- Dessicated Coconut
- Fresh Milk
- Fresh Table Egg
- Vegetables
  - Leafy Lettuce
  - Head Lettuce
  - Cauliflower

- Cabbage
  - Broccoli
- Ornamental Plants
  - Roses
  - Anthuriums
- Standards which are on the consultation process:
  - Fruits: mandarin and lanzones
  - Vegetables: garlic, ginger, cassava chips and taro
  - Livestock: meat cuts (hogs); and pet foods
  - Fisheries: marinated bangus, boneless danggit, tilapia fillet and organic seaweeds
  - Coconut by-products: buko juice, nata de coco, lambanog, coir and revision of standards for virgin coconut oil
  - Others: organic rice and muscovado

**BUREAU OF IMPORT SERVICES (BIS)**  
**Department of Trade and Industry (DTI)**

3<sup>rd</sup> Floor, Tara Building  
389 Sen. Gil J. Puyat Avenue, Makati City  
Phone: (+63 2) 896.4430 ♦ 986.8972  
Telefax: (+63 2) 896.4431  
Email: thebisdirector@yahoo.com.ph

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The Bureau of Import Services (BIS) facilitates imports, administers import regulations on selected items, and monitors the importation of liberalized and sensitive items. It initiates and conducts preliminary investigations on dumping, countervailing, and safeguards protests.

BIS has the following mandates:

- Monitor import level and prices, particularly of liberalized items.
- Analyze and forecast import levels.
- Analyze and publish import return statistics.
- Perform annual review of the substantive components of the Philippine Tariff System and submit recommendations thereon.
- Perform such other functions on import transaction as the President and or the Bangko Sentral ng Pilipinas (BSP) shall delegate or authorize.
- Ensure that the Department's view on goods under the DTI's jurisdiction are taken into consideration.

**Programs and Services:**

1. Initiate and conduct preliminary determination of trade remedy measures.
2. Assist Philippine exporters confronted by trade remedy actions filed by their competitors in the international market.
3. Formulate/promulgate guidelines, rules, and regulations for the efficient and effective implementation of the different laws relative to the importation of used motor vehicles.
4. Issue Certificate of Authority to Import (CAI)/Release Certificates for the importation of used motor vehicles under the following programs:
  - No-Dollar Importation (NDI) under EO 156
  - Government Importation under LOI 1307

- Local Government Units (LGU) Importation of Motor Vehicles Through Donation under EO 443
  - Motor Vehicle Replacement Parts and Motorcycle Components Importation under CB Circular 1389
  - Used Trucks and Buses under EO 156
  - Importation of Parts/Component for Rebuilding Purposes under DAO 08
  - Accreditation of Trucks and Bus Rebuilding Centers in NCR pursuant to DAO 08
5. Provide import statistics requested by various stakeholders such as banks, the academe, industry associations, private institutions, and government organizations and maintain database of import statistics and Inward Foreign Manifests (IFM).
  6. Prepare quarterly and year-end reports on Philippine imports.
  7. Update information on General Import Procedures.
  8. Work with the Bureau of Customs (BOC), Department of Foreign Affairs (DFA), and Foreign Trade Service (FTSC) on price verification and export transaction value information.
  9. Coordinate with the BOC and the industry in the verification/authentication of documents in question due to misclassification, undervaluation, and facilitate import-related complaints received from foreign sellers, importers, and suppliers.

**How to avail of these services:**

Visit or call the BIS.

**BUREAU OF PRODUCT STANDARDS (BPS)**  
**Department of Trade and Industry (DTI)**

3<sup>rd</sup> Floor, Trade and Industry Building  
361 Sen. Gil J. Puyat Avenue, Makati City  
Phone: (+63 2) 751.4700 ♦ 751.4729  
Fax: (+63 2) 751.4706  
Email: bps@dti.gov.ph  
www.bps.dti.gov.ph

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The Bureau of Product Standards (BPS) is the National Standards Body of the Philippines established by Republic Act (RA) No. 4109, otherwise known as the Philippine Standardization Law, and Executive Order (EO) No. 133.

As the National Standards Body, BPS is mandated to develop, implement, and coordinate standardization activities in the Philippines. It is primarily involved in standards development, product certification, and standards implementation/promotion to raise the quality and global competitiveness of Philippine products at the same time to protect the interests of consumers and businesses.

**Programs and Services:**

**1. Standards Development**

- Develops, reviews, and updates Philippine National Standards (PNS) for products and services
- Harmonizes PNS with international standards

**2. Standards Promotion**

- Promotes standards and standardization and conformity assessment activities
- Conducts awareness sessions, training programs, fora, exhibits, trade fairs, and seminars
- Establishes network with trade associations, industry organizations, academe, and other government agencies to facilitate communication with regards to the implementation of standards

### **3. Standards Enforcement and Consumer Assistance**

- Conducts regular market monitoring and enforcement operations nationwide
- Acts on consumer complaints/reports
- Holds seminars for the manufacturers, importers, traders, wholesalers, distributors, and retailers on their responsibilities to the buying public

### **4. Product Testing Services**

- Offers third-party testing of products through its BPS Testing Center
- Performs electrical, chemical, and mechanical testing of products primarily to support the BPS Product Certification Scheme

### **5. Product Certification Program**

- Issues the Philippine Standards (PS) License and the Import Commodity Clearance (ICC) to manufacturers and importers, respectively, that complies with the safety and quality requirements of a specific standard

### **6. Registration of Assessors Services**

- Supervises the National Registration Scheme for Quality Management System (QMS) and Environmental Management System
- Updates assessors on matters concerning international quality and environmental standards

### **7. Information Services**

- Offers Library services/Standards Data Center
- Receives inquiries and fills orders for copies of local, foreign and international standards, catalogues, standards-related publications, and metrication materials

### **8. WTO TBT Enquiry Point Services**

- Assists exporters in identifying and obtaining overseas standards and regulatory and testing requirements that are affecting their products

### **9. International Services**

- Performs and oversees activities concerned with regional and international affairs of the BPS particularly on the

development of memorandum of understanding (MOU) and mutual recognition arrangements (MRA) in a bilateral and multilateral level

**10. Accreditation of Conformity Assessment Bodies**

- Awards certificates of accreditation to management system certification bodies that issue Certificates of ISO 9001 or QMS, ISO 14001/Environmental Management System (EMS), and Hazard Analysis Critical Control Point (HACCP)

**11. Laboratory Accreditation**

- Accredits testing and calibration laboratories through the BPS Laboratory Accreditation Scheme (BPSLAS)

**12. Training**

- Extends technical assistance through seminars and training programs both for the government and private sectors

**Who may avail of these services:**

Micro, small, medium and large industries, exporters, importers, consumers, the academe, professionals and other government agencies

**How to avail of these services:**

Write or call BPS.



## **BUREAU OF TRADE REGULATION AND CONSUMER PROTECTION (BTRCP)**

### **Department of Trade and Industry (DTI)**

2<sup>nd</sup> Floor, Trade and Industry Building

361 Sen. Gil J. Puyat Avenue, Makati City

Phone: (+63 2) 751.3288 ♦ 751.3233

Fax: (+63 2) 890.4949

Email: btrcp@dti.gov.ph

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The Bureau of Trade Regulation and Consumer Protection (BTRCP) functions as a policy-making body and oversees the overall implementation of trade regulation and consumer protection laws.

### **Programs and Services:**

#### **1. Fair Trade Division**

- **Enforcement and Regulatory**
  - Monitors/strengthens ROG enforcement of fair trade and other related laws
    - Executive Order (EO) No. 259
    - Consumer Act
    - Price Act
    - Foreign Investment Act of 1991
    - Price Tag Law
  - Reviews and formulates policies/guidelines on enforcement and domestic trade and consumer related laws/concerns
- **Policy Research and Review**
  - Formulates programs and policies on fair trade laws and other related provisions
  - Prepares position papers and monitors senate/congress bills and resolutions
- **Consultancy and technical services**
  - Provides legal/technical consultancy to DTI ROG, non-government organizations (NGO), and other DTI clients
  - Conducts regional consultancy on enforcement

- Conducts training/Seminar for regional/provincial offices

## **2. Consumer Welfare Division**

- Provides ample protection to consumers thru tri-media consumer education and information dissemination program
- Releases information materials such as Consumer Alerts, Consumer Tips, flyers, calendar, film and press releases
- Provides mechanism for the speedy resolution of consumer complaints
- Prepares guidelines in the development and strengthening of consumer organizations
- Maintains consumer hotline including the maintenance of the i-reklamo system

## **3. Business Regulatory Division**

- Provides system and standards in the accreditation of service and repair enterprises and licenses and permits for realty service, fire extinguisher, and bonded warehouse
- Verifies and approves business names (BNs) nationwide for provinces without on-line linkages

## **4. Price Monitoring Unit**

- Acts as the Secretariat to the National Price Coordinating Council (NPCC)
- Provides technical support to different industry associations
- Reviews suggested retail prices (SRPs)
- Evaluates the impact of foreign exchange (forex) rate fluctuations and oil price hikes to the prices of basic necessities and prime commodities
- Develops strategies in maintaining price stability and supply sufficiency of basic necessities and prime commodities
- Consolidates and analyzes nationwide price monitoring reports
- Provides services to the 24-hour consumer hotline during emergencies and related instances

### **Who may avail of these services:**

Regional Operations Group on policy-making and monitoring matters, and general public

### **How to avail of these services:**

Visit or call BTRCP.

**BUREAU OF WORKING CONDITIONS (BWC)**  
**Department of Labor and Employment (DOLE)**

3<sup>rd</sup> Floor, DOLE Building  
Muralla St., Intramuros, Manila  
Phone: (+63 2) 527.3000 local 307 to 308  
Fax : (+63 2) 523.1749  
Email: [dole.bwc@gmail.com](mailto:dole.bwc@gmail.com)  
[www.bwc.dole.gov.ph](http://www.bwc.dole.gov.ph)

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The Bureau of Working Conditions (BWC) is a staff bureau of the Department of Labor and Employment (DOLE) performing primarily policy and program development and advisory functions for the Department in the administration and enforcement of laws relating to labor standards.

BWC has the following functions:

- Develops and prescribes labor standards as well as policies, programs and devices on its administration and enforcement;
- Exercises technical and functional supervision over the regional offices on the administration and enforcement activities including developmental programs, projects and activities;
- Conducts researches in aid of safety standards, policy programs, measures and devices development on labor standards and its administration and enforcement;
- Provides knowledge and information services on labor standards data, programs and enforcement activities; and
- Performs other functions as may be required by law or assigned by the Secretary of Labor and Employment in the administration and enforcement of labor standards.

**Programs and Services:**

**1. Policy and Program Development Division**

- Develops and prescribes policies and guidelines in the administration and enforcement of labor standards laws;
- Develops and prescribes occupational safety and health standards, including standards in the conduct of work environment measurement, standards in the tests and approval for safe use of industrial/electrical/mechanical installations, materials and appliances, personal protective

- equipment and other safety devices, and accreditation of occupational safety and health personnel and organizations;
- Develops and prescribes standards, policies, rules and regulations, interpretative bulletins, and labor advisories on hours of work, atypical employment schemes and schedules and other conditions of employment;
  - Develops schemes/programs and alternative tools for effective implementation of labor standards including capability building programs for labor inspectorate relative to hours of work, occupational safety and health and other conditions of employment;
  - Establishes and maintains linkages with government and non-government agencies in its areas of concerns;
  - Provides technical assistance and supervision to Division's counterparts in DOLE regional/field offices in the areas of concern and specialization; and
  - Performs such other functions as may be provided by law or as may be assigned by the Secretary.

## **2. Program Management and Technical Support Services Division**

- Conducts relevant and necessary researches and studies in aid of legislative, policy formulation and program or project development;
- Conducts advocacy and capacity building activities/services on labor standards for clientele awareness and the public in general;
- Provides research and information services on labor standards data and programs/projects/activities on enforcement;
- Develops, conceptualizes and disseminates appropriate and relevant IEC and advocacy materials on labor standards;
- Establishes and maintains linkages with government and non-government agencies in its areas of concerns;
- Provides technical assistance and supervision to Division's counterparts in DOLE regional field offices in the areas of concern and specialization; and
- Performs such other functions as may be provided by law or as may be assigned by the Secretary.

### **3. Labor Standards Review and Appeals Division**

- Reviews decisions or orders on appealed labor standards cases from Regional Labor Offices and submits recommendations to the Secretary or Undersecretaries;
- Prepares comments, position papers and other inputs required of the Department on proposed legislative measures by Congress pertaining to labor standards and related matters;
- Renders technical assistance to field offices and LGUs with delegated authority to facilitate effective program implementation on the administration of labor standards laws;
- Monitors and evaluates performance of regional offices against plans, programs, activities on the administration and enforcement of labor standards cases;
- Maintains database system and prepares in-depth analytical evaluation reports on the effectiveness of field operations including local government units with delegated authority with policy recommendations thereof;
- Conducts on-the spot visits to assist, validate, monitor or evaluate activities relative to industrial accidents/occupational disease investigations/imminent danger inquiry/proceedings;
- Establishes and maintains linkages with government and non-government agencies in its areas of concerns;
- Provides technical assistance and supervision to Division's counterparts in DOLE regional field offices in the areas of concern and specialization; and
- Performs such other functions as may be provided by law or as may be assigned by the Secretary.

### **4. Existing Programs**

- Accreditation of Organization on Consulting/Testing Heavy Equipment
- Accreditation of Testing Organization for Construction Heavy Equipment
- Accreditation Program for Safety Personnel, Health Personnel, Safety Training Organizations and Safety Consultancy
- Amendments of OSHS Administrative Reports
- Amendments to Rule 1960
- Delegation of Authority to Conduct Technical Safety Inspection

- Evaluation and Approval of Construction Safety and Health Programs
- Evaluation of Application for accreditation of OSH Practitioner, Consultants and Organization
- Evaluation of Inspection Program
- Evaluation of OSHS Reporting Requirements
- Evaluation of Safety Programs
- Facility Evaluation
- HIV/AIDS
- Monitoring and Evaluation of OSHS Reporting Requirements
- New OSH Templates
- Orientation/Training on Child Labor Inspection
- Orientation/Training on Mechanical/Electrical Plan Checking for New Professional Mechanical/Electrical Engineers
- Project LEAP
- Regional Monitoring and Evaluation of WISE - TAV Activities
- Safety Milestone (SMILE) Recognition
- The KAPATIRAN WISE - TAV PROJECT
- Time and Motion Study
- Trainer's Training on WISH Safety Audit
- Update on Labor Standards Enforcement
- Work Accident and Labor Related Exigencies Response Team (Work-ALERT)
- Work Improvement in Small Enterprises (WISE)
- Workplace Initiative on Safety and Health

**Who may avail of these services:**

MSMEs, professionals, organized labor, employers group, government agencies, professional organizations

**How to avail of these services:**

Visit, call, write or email BWC.

## **CENTER FOR INDUSTRIAL COMPETITIVENESS (CIC)**

### **Department of Trade and Industry (DTI)**

6<sup>th</sup> Floor, Trade and Industry Building  
361 Sen. Gil J. Puyat Avenue, Makati City  
Phone: (+63 2) 751.3190 ♦ 899.6247  
Fax: (+63 2) 751.3191  
Email: [cic@dti.dti.gov.ph](mailto:cic@dti.dti.gov.ph)  
[dti\\_cic@yahoo.com](mailto:dti_cic@yahoo.com)

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The Center for Industrial Competitiveness (CIC) offers quality and productivity programs for industrial competitiveness to both private and public sector organizations. This is in line with the agency's thrust to make them globally competitive.

### **Programs and Services:**

#### **1. Human Relations**

- **Partnership for Quality and Productivity**

Participants learn to forge stronger ties between labor and management; they can also gain a better understanding of work-related concerns and learn to solve problems through open communication to enhance the company's effectiveness.

- **Value Re-Orientation for Service Excellence**

Participants learn to apply positive Filipino work values, which can help boost company productivity and competitiveness.

- **Teambuilding**

This explains how teamwork leads to harmonious relationships, enhanced self-esteem, increased professionalism and competitiveness, and greater productivity and creativity in the workplace.

## **2. Management Development**

- **Supervisory Development**

This provides knowledge on basic management principles and theories and pointers to upgrade supervisory skills for effective leadership.

- **Strategic Vision Formulation and Hoshin Planning**

This encourages participants to formulate their vision and mission statements, which they will eventually translate into actual action programs.

**Related Modules:**

- How to Conduct Meetings
- Service Excellence
- Effective Communication

## **3. Quality and Productivity**

- **Cooperation for Quality and Productivity**

This aims to build on the foundation brought about by labor-management cooperation through introducing quality and productivity concepts and their relevant applications in the workplace.

- **Quality Control Circles**

This enables participants to organize Quality Control Circles that will improve quality and productivity through joint problem solving activities using scientific tools and techniques.

- **Good Housekeeping Practices or 5S**

The philosophy of good housekeeping is explained, along with its systematic and practical applications and its role in productivity improvement.

## **4. Achievement Motivation Training**

- **Self-Awareness**

This includes activities that provide the venue for self-study and for building interpersonal supports. This involves clients' examination of themselves, receiving feedback from others



on their typical behavior under different situations and clarification of their values, roles, and expectations in life.

- **Achievement Syndrome**

This includes discussions on the role of achievement motive in personal, community, and economic development and on the characteristics of achievers and learning, thinking, and acting entrepreneurial attitudes and values.

- **Goal Setting**

This includes guiding the participants towards setting and achieving concrete goals in life.

## **5. Other Modules**

- **Project Malasakit**

This aims for a more holistic human resource development program for employees through the implementation of family welfare projects.

- **Project Community Relations**

This encourages companies to interact and relate with the communities where their plants are situated

### **Who may avail of these services:**

Labor and management representatives of small, medium, and large industries, especially export and labor-intensive firms, DTI corporations and subsidiaries, and businesses in export/industrial centers/zones

### **How to avail of these services:**

Interested parties may contact CIC staff directly.

**CONSTRUCTION INDUSTRY AUTHORITY  
OF THE PHILIPPINES (CIAP)**

**Department of Trade and Industry (DTI)**

2<sup>nd</sup> & 5<sup>th</sup> Floors, Executive Center Building  
369 Sen. Gil J. Puyat Avenue corner Makati Avenue  
Makati City

Phone: (+63 2) 895.4424 ♦ 895.6826

Fax: (+63 2) 897.9336

Email: ciapdti@yahoo.com

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In recognition of the important role of the construction industry in national development, the Construction Industry Authority of the Philippines (CIAP) was created by virtue of Presidential Decree 1746 in 28 November 1990. It aims to promote, accelerate and regulate the growth and development of the construction industry in conformity with national goals.

As an attached agency to the Department of Trade and Industry, the CIAP coordinates with other government entities that conduct business with or exercise regulatory power over the construction industry. It operates through its four implementing arms, namely, the Philippine Contractors Accreditation Board (PCAB), the Philippine Overseas Construction Board (POCB) and the Construction Industry Arbitration Commission (CIAC).

**Programs and Services:**

1. Provides information on industry policy development, prices of construction materials, contractors' profiles, industry performance and prospects and blacklisted contractors
2. Issues licenses to contractors
3. Registers and classifies contractors for government projects
4. Registers Philippine contractors for overseas construction operations
5. Issues project authorization to overseas contractors

6. Prepares and disseminates
  - project opportunities/studies to contractors
  - country profiles of high opportunity market countries
7. Monitors the performance of registered contractors
8. Formulates and recommends *Contractors Performance Evaluation System* (CPES) among various government tendering agencies and other concerned entities
9. Promotes the adoption of CPES among various government tendering agencies and other concerned entities
10. Accredits CPES of government agencies technical personnel
11. Resolves construction contract disputes through arbitration, mediation/conciliation
12. Subsidizes small claims (P1 million and below) through the Arbitration Development Fund.

**COOPERATIVE DEVELOPMENT AUTHORITY (CDA)**  
**Office of the President**

827 Aurora Boulevard, Service Road  
Brgy. Immaculate Concepcion  
Cubao, Quezon City  
Phone: (+63 2) 721.5325 ♦ 725.6450  
Fax: (+63 2) 721.5324  
Email: cdacentral@yahoo.com  
www.cda.gov.ph

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The Cooperative Development Authority (CDA) is a government agency created by virtue of Republic Act No. 6939 in compliance with the provisions of Section 15, Article XII of the Philippine Constitution of 1987 which mandates Congress to create an agency to promote the viability and growth of cooperatives as instruments for equity, social justice and economic development. RA 6939 was signed into law on March 10, 1990.

The CDA is governed by a Board of Administrators consisting of a Chairman and six (6) members appointed by the President and are chosen from among the nominees of the cooperative sector with two (2) representatives each from Luzon, Visayas, and Mindanao. They serve for a term of six (6) years without reappointment.

RA6939 has granted the CDA the following powers, functions and responsibilities:

- Formulate, adopt and implement integrated and comprehensive plans and programs on cooperative development consistent with the national policy on cooperatives and the overall socio-economic development plans of the Government;
- Develop and conduct management and training programs upon request of cooperatives that will provide members of cooperatives with the entrepreneurial capabilities, managerial expertise, and technical skills required for the efficient operation of their cooperatives and inculcate in them the true spirit of cooperativism and provide, when necessary, technical and professional assistance to ensure the viability and growth of cooperatives with special concern for agrarian reform, fishery and economically depressed sectors;
- Support the voluntary organization and consensual development of activities that promote cooperative movements

- and provide assistance towards upgrading managerial and technical expertise upon request of the cooperatives concerned;
- Coordinate the efforts of the local government units and the private sector in the promotion, organization and development of cooperatives;
  - Register all cooperatives, their federations and unions, including their divisions, consolidations, dissolutions or liquidation. It shall also register the transfer of all or substantially all of their assets and liabilities and such other matters as may be required by the authority;
  - Require all cooperatives, their federations and unions to submit their annual financial statements, duly audited by certified public accountants, and general information sheets;
  - Order the cancellation after due notice and hearing of the cooperatives certificate of registration for non-compliance with administrative requirements and in case of voluntary dissolution;
  - Assist cooperatives in arranging for financial and other forms of assistance under such terms and conditions as are calculated to strengthen their viability and autonomy;
  - Establish extension offices as may be necessary and financially viable to implement this Act. Initially, there shall be extension offices in the Cities of Dagupan, Manila, Naga, Iloilo, Cebu, Cagayan de Oro and Davao;
  - Impose and collect reasonable fees and charges in connection with registration of cooperatives;
  - Administer all grants and donations coursed through the Government for cooperative development, without prejudice to the right of cooperatives to directly receive and administer such grants and donations upon agreement with the grantors and donor thereof;
  - Formulate and adopt continuing policy initiatives consultations with the cooperative sector through public hearing;
  - Adopt rules and regulations for the conduct of its internal operations;
  - Submit an annual report to the President and Congress on the state of the cooperative movement; and
  - Exercise such other functions as may be necessary to implement the provisions of cooperative laws and, in the performance thereof, the Authority may summarily punish for direct contempt any person guilty of misconduct in the presence of the Authority which seriously interrupts any hearing or inquiry with a fine of not more than Five hundred pesos (P500.00) or

imprisonment of not more than ten (10) days, or both. Acts consisting indirect contempt as defined under Rule 71 of the Rules of Court shall be punished in accordance with the said rule.

### **Thrusts and Programs:**

#### **1. Efficient Registration and Effective Regulation of Cooperatives**

- Mainstreaming membership in cooperatives (Membership Expansion) as vehicle for social transformation for people, planet and prosperity;
- Registration of cooperatives and amendments to Articles of Cooperation and By-Laws (ACBL);
- Rationalization/Purging of the Cooperative Registry;
- Formulation of Guidelines, Rules and Regulations and other policy instruments;
- Enforcement of compliance to cooperative laws through inspection and supervision of cooperatives; and,
- Conduct of investigation and hearing of cases involving cooperatives and mediation and conciliation proceedings.

#### **2. Equity-Oriented Cooperative Development and Promotion**

- Human Resource Development through the development of support systems and structures for cooperative development, specifically, establishment of a Cooperative Training Institute and capability building at all levels of the cooperative organization as well as CDA's internal clients-its human capital;
- Establishment of an Awards and Recognition Program for cooperatives and partners as recognition for exemplary performance, best practices and good governance for both external and internal clients of the CDA;
- Formulation of standards, plans and programs on cooperative development;
- Provision of technical assistance to cooperatives;
- Linkaging with government, non-government, international bodies and other stakeholders on cooperative development;
- Crafting of the Philippine Cooperative Medium-Term Development Plan (PCMTDP) for 2011-2016;

- Continuing adoption of a Quality Management System for CDA certifiable to ISO 9001:2008 for the cooperative development process;
- Implementation of the programs on Gender and Development (GAD) contained in the CDA GAD Plan for FY 2012.

## **FERTILIZER AND PESTICIDE AUTHORITY (FPA)**

### **Department of Agriculture (DA)**

FPA Building, BAI Compound

Visayas Avenue, Diliman, Quezon City

Phone: (+63 2) 920.8173/0068 ♦ 920.8573/8238 ♦ 928.2536

Telefax: (+63 2) 922.3355

Email: [fpa\\_77@yahoo.com](mailto:fpa_77@yahoo.com)

<http://fpa.da.gov.ph>

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The Fertilizer and Pesticide Authority (FPA) was created on 30 May 1977 by virtue of Presidential Decree 1144 for the purpose of assuring the agricultural sector of adequate supplies of fertilizer and pesticide at reasonable prices, rationalizing the manufacture and marketing of fertilizer, protecting the public from the risks inherent in the use of pesticides, and educating the agricultural sector in the use of these inputs.

It is the FPA's mission is to a catalyst in the empowerment of farmers and fisherfolk by helping them become better informed, and more efficient and conscientious in the management of their plant nutrition and crop protection requirements and preservation of marine and aquatic resources.

It envisions improved quality of life for all Filipinos through the increased farm productivity and food production using the necessary agricultural inputs that do not endanger human health and environment on a sustainable basis.

### **Powers and Functions:**

- Make continuous assessment of fertilizer supply and demand situation.
- Regulate and control the quality of the different grades of fertilizer and to set new grades when necessary.
- Do all such things necessary to maintain adequate supply of fertilizer at reasonable price while maintaining the long term viability of the industry.
- Establish and enforce tolerance levels and good agricultural practice for the use of pesticides in raw agricultural commodities.
- Restrict or ban any pesticide and the formulation of any pesticide in specific areas or during certain periods upon



evidence that the product is an imminent hazard, has caused and is causing widespread serious damage to crops, fish and livestock and to public health and environment.

- Prevent the importation of agricultural commodities containing pesticide residues above the accepted tolerance levels.
- Inspect establishments and premises of pesticide handlers to ensure compliance to industrial health, safety and anti-pollution regulations.

## **Programs and Services:**

### **1. Product Registration**

- As a regulatory agency for fertilizer, pesticide and other agricultural chemicals, the FPA has imposed upon itself the mission to support agricultural productivity and food security without sacrificing people's health and the environment. As such, FPA was created to ensure availability of fertilizer and pesticide and regulate their importation, production, distribution and usage vis-à-vis their efficacy, affordability and of equal importance, for protection of public health and the environment.
- Registration of fertilizer and pesticide for agricultural and household use require pertinent data including those generated from local field testing and experimentation by FPA accredited researchers to ensure product efficacy and adherence to set standards.

### **2. Pesticide Product Registration**

- A mechanism to generate relevant information to ensure safety, public health and environmental protection in the use of the pesticide. Data and information generated are required to be presented to support the product label statement for effective application, precaution and direction for use that include specific instructions in case of poisoning.
- Registration of biorational pesticide that includes biochemical and microbial pest control agents which are naturally occurring or must be structurally identical to naturally occurring chemicals if synthesized.

- Exposure studies are required for new proprietary products with strong toxicological concern.
- Fast tracking of registration of less hazardous, less persistent, environmentally friendly, target specific and Integrated Pest Management (IPM) compatible pesticide products.
- Harmonization of pesticide registration requirements envisioned to share expertise and pooled resources to build the necessary capabilities for such purpose.

### **3. Fertilizer Product Registration**

- All fertilizer products, organic or inorganic, raw materials and ingredients for fertilizer, which are imported or produced locally, should be registered with FPA.
- Registration requirements include the submission of product specification supported by chemical analysis, mode of action, product type and the result of efficacy trials conducted by an accredited and independent researcher. The set of data is evaluated by a registration consultant.
- With the continued production of new grades, brands and types of locally produced and imported fertilizers, to take advantage of the increasing market demand, a wide range of products for selection are provided. Registration of these commercially processed fertilizers is therefore needed to give greater assurance that the quality of each brand is maintained at the specified standards (characteristics and effects) as claimed by the producer or importer.
- Fertilizer handlers such as importers, distributors, exporters, manufacturers, bulkblenders and processors should register their products with FPA.

### **4. Import Regulation**

- Licensing shall be required as a condition precedent to the importation, exportation, manufacture, formulation, repacking, distribution, delivery, sale, transport, storage and use of any fertilizer, pesticide and other agricultural chemicals.

- Pesticide product importers have to secure from the FPA Certificate Authorizing Importation of Pesticide (CAIP) as basis of the Bureau of Customs for its release. Fertilizer importers can also avail of Value Added Tax (VAT) exemption certificate from the FPA for their imported fertilizer products which will be submitted to the Bureau of Internal Revenue and Bureau of Customs.

## **5. Product Quality and Adherence to Safety**

- In coordination with government product standards agencies, FPA designs and implements quality control standards for fertilizer and pesticide products.
- Monitor safe handling, use, application and compliance with industrial health and safety in manufacturing and formulation plants, impose penalties and sanctions for violation of set rules and standards.

## **6. Institutionalization of Product Stewardship Program**

- Pesticide industry and end-users, the manufacturers, sellers and buyers, are enjoined to adopt and undertake a cradle-to-grave approach to pesticide management, primarily the training of handlers and the public on the safe and judicious use of pesticide and the dissemination of information materials. The program is required for every pesticide product wherein registrants are made primarily responsible for the conduct of stewardship program for their product.

## **7. Public Information**

- Conduct of training and accreditation program for handlers of fertilizer and pesticide products that include:
  - Fertilizer and pesticide dealers and distributors
  - Pest Control Operators
  - Mango Contractors
  - Pesticide Applicators (pest exterminator and fumigators)
  - Fertilizer and pesticide researchers for the conduct of field-testing and experimentation for product registration
  - Personnel of hardware stores, supermarkets and drugstores handling fertilizer and pesticide product
- Monitor fertilizer and pesticide prices.

- Disseminate information on the proper and effective application of fertilizer and the safe, judicious use of pesticide through direct information activities, media, dialogues and symposia, trainings and seminars

## **8. Developmental**

- Encourages the development of biopesticide/biorational fertilizer and pesticide products that are more economical and safe in use
- Industry coordination and support
- Coordination of research and technology development for optimum use of fertilizer and promote sage and judicious use of pesticides and effect the packaging and dissemination of such technology to the rural sector and the general public.
- Advocacy in balanced fertilization
- Rapid composting technology transfer

## **9. Monitoring and Enforcement**

Monitor safe handling, use, application and compliance with environmental and health safety in the manufacturing and formulation plants, impose penalties and sanctions for violation of set of rules and standards. Among the monitoring activities conducted by the FPA field officers are as follows:

- Inspection visits covering fertilizer and pesticide handlers (fertilizer and pesticide importers, distributors, dealers, mango contractors, manufacturers, pest control operators (fumigators) and farmers.
- Monitoring relative to the Conduct of Experimental Use Permits (EUP) for data generation for product registration
- Monitoring visits on the proper waste disposal of used pesticide impregnated plastic in banana plantations
- Clean-up drives
- Good housekeeping
- Fertilizer and Pesticide Watch (regular monitoring of fertilizer/pesticide prices)

**FOOD AND DRUG ADMINISTRATION (FDA)**  
**Department of Health (DOH)**

Civic Drive, Filinvest Corporate City  
Alabang, Muntinlupa City  
Phone: (+63 2) 807.0721 ♦ 842.5606  
Fax: (+63 2) 809.4390  
Email: [info@fda.gov.ph](mailto:info@fda.gov.ph)  
[www.fda.gov.ph](http://www.fda.gov.ph)

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RA 3720 created the Bureau of Food and Drugs (BFAD) as a regulatory agency mandated to ensure safety, efficacy, and quality of foods, drugs, cosmetics, medical devices, diagnostic reagents, and household hazardous substances. It is further strengthened in Section 12, Article XIII of the 1987 Philippine Constitution which translates that, “the state shall establish and maintain an effective food and drug regulatory system and undertake appropriate health manpower development and research, responsive to the country’s health needs and problems.”

**General Functions**

- Develops plan, policies, programs and strategies for regulating processed food, drugs and other related products.
- Formulates rules, regulations and standards for licensing and accreditation of processed food, drugs and other related products
- Conducts licensing and accreditation of processed food, drugs and other related products
- Provides technical, consultative and advisory services to and develops capability of field offices on licensing and enforcement of laws, rules and regulations pertaining to processed food, drugs and other related products
- Monitors, evaluates and ensures compliance of manufacturers, distributors, advertisers and retailers of processed food, drugs and other related products to health rules and regulations and standards of quality
- Advises the Secretary and Undersecretary of Health on matters pertaining to regulation of processed food, drugs and other related products.

## **Programs and Services:**

### **1. Policy, Planning and Advocacy Division**

- Develops plans, policies and programs pertaining to the regulation of processed foods, drugs and other related products.
- Provides technical information and assistance to clients and the general public on matters pertaining to food and drug laws, regulations, functions and services.
- Develops and maintains a database of all licensed/accredited processed foods, drugs and other related products.
- Promotes rational drug use, self-reliance and tailored procurement and monitors drug prices per Generics Law and the Philippine Drug Formulary
- Conducts pharmaco-epidemiological and pharmaco-economic analysis.

### **2. Regulation Division I**

- Conducts inspection and issues licenses for the operation of establishments involved in the importation, exportation, distribution and retailing of processed foods, drugs, medical devices, in vitro reagents, cosmetics and household hazardous substance
- Monitors and ensures quality of processed foods, drugs and other related products through collection of samples from outlets and ports of entry.
- Enforces seizure, confiscation and condemnation orders covering products violating food and drug laws, regulations and standards.
- Provides technical consultative and advisory services and develops capability of field offices on licensing and enforcement of regulations including monitoring if adverse drug reactions.
- Develops the technical capability of Food and Drugs regulation Officers assigned at field offices.

### **3. Regulation Division II**

- Conducts inspection and issues licenses for the operation of establishments involved in the manufacture and re-packing of processed foods, drugs, medical devices, in vitro

diagnostic reagents, cosmetics and household hazardous substances.

- Monitors and ensures compliance of manufacturers with requirements of Good Manufacturing Practices (GMP).
- Enforces seizure, confiscation and condemnation orders covering products violating food and drug laws, regulations and standards.
- Develops the technical capability of Food and Drug Regulation Officers assigned at field offices.

#### **4. Products Services Division**

- Formulates standards and guidelines for the registration of processed foods, drugs, cosmetics, medical devices, in vitro diagnostic reagents and household hazardous substances.
- Evaluates and processes application and issues certificates of product registration and certificates of product listing.
- Provides assistance in the monitoring of products violating food and drug laws, regulations and standards.

#### **5. Laboratory Services Division**

- Conducts laboratory tests on finished products to determine compliance with standards of safety, efficacy, purity and quality.
- Conducts tests on packaging materials used for foods, drugs, cosmetics, medical devices and other related products.
- Produces properly-bred laboratory animals used for toxicological examinations, bioassay and biological research and development.

#### **6. Legal Division**

- Provides legal advice in the enforcement of food and drug laws and regulation.
- Conducts administrative proceedings and quasi-judicial hearings on cases related to food and drug laws and regulations.
- Prepares recommendations, resolutions and other administrative issuances pertaining to regulation of processed foods, drugs, and other related products.
- Conducts investigation of consumer complaints on products regulated by the Bureau.

- Monitors product advertisements and promotions to check compliance with existing guidelines on medical and nutritional claims.

**Programs:**

**1. Sangkap Pinoy Seal Program**

- Encourages food manufacturers to fortify food products with one or more of the following micronutrients: Vitamin A, Iron, and iodine following the set standards of BFAD.

**2. Salt Iodization Program**

- Encourages compliance of Salt Importers/Distributors and Traders with RA 8172, better known as “Act for Salt Iodization Nationwide (ASIN)”
- Promotes consumption of iodized salt by the general public
- Strict monitoring of salt entry into the country

**3. Food Fortification Program**

- Aims to help prevent micronutrient deficiencies by making available products fortified with micronutrients that are usually inadequate in the Filipino diet
- Encourages compliance of manufacturers/producers of rice, cooking oil, salt, flour, and sugar with RA 8976 better known as "Philippine Food Fortification Act of 2000"

**4. Milk Code**

- Aims to ensure the provision of safe and adequate nutrition for infants, promotion of breastfeeding and the proper use of milk supplements when these are necessary

**How to avail of these services:**

Contact the FDA office in Alabang, Muntinlupa City, or the DOH-Center for Health Development in different regions in the country.



## **INTELLECTUAL PROPERTY OFFICE OF THE PHILIPPINES (IP PHILIPPINES)**

### **Department of Trade and Industry (DTI)**

28 Upper McKinley Road, McKinley Hill Town Center

Fort Bonifacio, Taguig City

Phone: (+63 2) 238.6300 to 65 loc. 205, 121-122

Telefax: (+63 2) 752.4869

Email: [mail@ipophil.gov.ph](mailto:mail@ipophil.gov.ph)

[www.ipophil.gov.ph](http://www.ipophil.gov.ph)

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The Intellectual Property Office of the Philippines (IP Philippines) draws its mandate from Republic Act No. 8293, otherwise known as the Intellectual Property Code of the Philippines, which took effect on January 1, 1998. It is mandated to administer an effective intellectual property system to promote creativity and competitiveness, facilitate transfer of technology, attract foreign investments, and ensure market access for Philippine products. The IP Philippines also promotes the diffusion of knowledge and technology for socio-economic and cultural development.

IP Philippines' strategic thrust is to underscore the developmental role of intellectual property in nation-building. Thus, the new vision of IP Philippines is: *"Fostering a creative Philippines that uses intellectual property as a strategic tool for national development and competitiveness."*

### **IP Philippines' Mission:**

To foster creativity and competitiveness by:

- Delivering quality patents and trademarks;
- Facilitating technology transfer;
- Providing speedy and effective legal remedies;
- Supporting small and medium enterprises (SMEs) and creative industries; and
- Leading the IP system in developing a vibrant IP culture.

### **Powers and Functions:**

- Grant patents for the protection of inventions
- Register utility models, designs and topographies of integrated circuits

- Register trademarks, service marks and other marks of ownership
- Adjudicate contested proceedings affecting IP rights
  - Inter partes cases
  - Administrative cases on violations of IP
- Register technology transfer arrangements and promote technology transfer activities
- Strengthen the IP system and enhance IP enforcement in the country
- Promulgate policies on IP taking into account emerging issues on IP protection
- Participate in international discussions and negotiations affecting IP rights and systems
- Coordinate public and private sector efforts towards the effective and efficient implementation and enforcement of the IP system in the country through the following initiatives:
  - Advocate for businesses and academic institutions to aggressively use the IP system
  - Establish private sector/government sector network on enforcement
  - Advocate for the institutionalization of IP policies in public R&D institutions
  - Advocate for the establishment of IP Units in relevant government offices
- Organize information dissemination activities to increase level of IP awareness in the country and to promote an IP culture among Filipinos.

## **Programs and Services:**

### **1. Information Dissemination**

Develops and organizes information dissemination programs that specifically address the level of understanding of MSMEs, with the objective of assisting them reach the highest potential use of their intellectual property rights.

### **2. IP Information Help Desk**

Provides a more focused advisory and technical assistance to MSMEs, universities, research and development institutions (RDIs), industries, etc.

### **3. MSME Seminars**

- Making Your IP Your Most Valuable Business Asset
- The Role of the IP System in Economic and Technological Development
- Catapult Your Business Growth Through Intellectual Property
- Making IP an Active Partner in Your Business
- Strategies for Commercializing and Marketing IP Assets
- Use of Information by MSMEs.

### **4. IP Satellite Offices (IPSOs) and IP Business Development Service (IP BDS)**

- Envisions to contribute significantly towards upgrading the competitiveness of the country's MSMEs by making IP services more accessible to MSMEs in key areas of the country.
- Promotes, establishes, and enhances business linkages between prospective users of technology, the MSMEs, and the IP generators like the inventors, patent holders, academic institutions, RDIs, and the like.

### **5. Training Opportunities**

- Extends training opportunities for MSMEs, not only in the Philippines, but also in other countries.

### **6. Two-Tiered Fee Structure**

- Fifty percent (50%) reduction in the fees assessed by IP Philippines.

For a small entity:

- Any natural or juridical person whose assets amount to twenty million pesos or less;
- Any entity, agency, office, bureau, or unit of the Philippine government including government-owned or controlled corporations, state universities and colleges, and government-run schools.
- Fifty percent (50%) reduction in the fees for Youth Filers.

### **How to avail of these services:**

For more information on the programs/projects of the IPO, write or call IPOPHIL.

**PHILIPPINE ACCREDITATION OFFICE (PAO)**  
**Department of Trade and Industry (DTI)**

3/F, Trade and Industry Building  
361 Sen. Gil J. Puyat Avenue, Makati City  
Phone: (+63 2) 751.3127 to 28  
Fax: (+63 2) 751.3262  
Email: pao@dti.gov.ph  
www.pao.dti.gov.ph

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The Philippine Accreditation Office (PAO) was created as the national accreditation body mandated to accredit inspection, testing and certifying bodies, and other bodies offering conformity assessment services needed by the country.

PAO operates under the supervision of the DTI-Undersecretary for Consumer Welfare and Trade Regulation Group (CWTRG).

To ensure the credibility of accreditation process, PAO engages the services of Technical Assessors/Experts from various industries and specialized agencies.

The established quality management system of PAO revolves on its total commitment to provide confidence to results of certification, inspection, testing, calibration, and other conformity assessment activities, simultaneously ensuring measures to safeguard impartiality and objectivity of its accreditation process.

To keep abreast with current trends in international conformity assessment practices, PAO accreditation schemes conform to ISO/IEC 17011:2004 - General requirements for accreditation bodies accrediting conformity assessment bodies (CABs) and other relevant ISO and international guidance documents.

**Programs and Services:**

**1. Accreditation Programs**

- **Testing/Calibration Laboratories**

The accreditation of various testing and calibration laboratories is based on PNS ISO/IEC 17025:2005 (General Requirements for the Competence of Testing and

Calibration Laboratories) and other relevant requirements of the following laboratory accreditation programs:

- o Chemical testing
- o Biological testing
- o Mechanical testing
- o Electrical testing
- o Calibration

The PAO is a signatory to the Mutual Recognition Arrangement of the Asia Pacific Laboratory Accreditation Cooperation (APLAC) and International Laboratory Accreditation Cooperation (ILAC) Mutual Recognition Arrangements (MRA).

As such, PAO recognizes the equivalence of accreditations performed by its overseas counterparts and it promotes the equivalence of such accreditations within its own economy. In the same manner, PAO accreditation is being recognized by its counterpart in the other member countries.

This arrangement reduces, if not eliminate, the need for re-testing/re-inspection of products by an importing country, which will result to savings in time and money for exporters.

• **Management System Certification Bodies**

The accreditation scheme for certification bodies is based on ISO 17021:2007 (Conformity Assessment – Requirements for bodies providing audit and certification of management systems) and the IAF Mandatory Documents available from IAF. Specifically, it assesses CBs certifying the following management systems:

- o PNS ISO 9001 - Quality Management System (QMS)
- o PNS ISO 14001 - Environmental Management System (EMS)
- o PNS ISO 22000 - Food Safety Management System (FSMS)
- o Hazard Analysis and Critical Control Point (HACCP)

Using international standards and guidelines and after undergoing rigorous peer evaluation, the PAO QMS and

EMS accreditation schemes have been recognized by the Pacific Accreditation Cooperation (PAC) and International Accreditation Forum (IAF). The recognition enhances the entry into the global market of Philippine products and services certified by PAO accredited CBs.

- o IAF MD 1:2007 Certification of Multiple Sites Based on Sampling
- o IAF MD 2:2007 Transfer of Accredited Certification of Management Systems
- o IAF MD 3:2008 Advanced Surveillance and Recertification Procedures
- o IAF MD 4:2008 Use of Computer Assisted Auditing Techniques for Accredited
- o Certification of Management Systems
- o IAF MD 5:2009 Duration of QMS and EMS Audits

- **Inspection Bodies**

PAO accreditation scheme for Inspection Bodies (IBs) is based on ISO/IEC 17020:1998 (General Requirements for the Operation of Various Types of Bodies Performing Inspection).

PAO assessment policy centers on the basis of professional judgment in the examination of a product design, quality of the product, service, process, and plant, and the determination of their conformity with the specific requirements. IBs are classified according to the following types:

- o Type A: The inspection body providing third party services must meet the criteria annex A (normative) of ISO/IEC 17020.
- o Type B: The inspection body forming a separate and identifiable part of an organization involved in the design, manufacture, supply, installation, use, or maintenance of the items it inspects and has been established to supply inspection services to its parent organization must meet the criteria annex B (normative) of ISO/IEC 17020.

- Type C: The inspection body involved in the design, manufacture, supply, installation, use, or maintenance of the items it inspects or of similar competitive items and may supply inspection services to other parties not being its parent organization must meet the criteria annex C (normative) of ISO/IEC 17020.

- **Medical Testing Laboratories**

The accreditation of medical laboratories is based on ISO 15189:2007(E) - Particular requirements for quality and competence.

The overall accreditation policies of PAO for medical laboratories are focused on patients' care and quality services essential to meet the needs of both the patients and the clinical personnel providing such care.

PAO also focuses on the safety and ethics in performing those medical laboratory works.

- **Product Certification**

The Philippine Accreditation Office accredits product certification bodies according to PNS ISO/IEC Guide 65:2001 - General requirements for bodies operating product certification systems and IAF GD5 - Guidance on the application of ISO/IEC Guide 65.

Product certification is a means of demonstrating that a product, process, or service satisfies specified requirements. Owners of product certification schemes include industry associations, regulatory authorities and conformity assessment bodies.

## **2. Training Programs**

PAO conducts, upon request, seminars on different accreditation standards and guidelines such as:

- ISO/IEC 17020 - General Criteria for the Operation of Various Types of Bodies Performing Inspection

- ISO/IEC 17021 - Conformity Assessments – Requirements for Bodies Providing Audit and Certification of Management Systems
- ISO/IEC 17025 - Testing and Calibration Laboratories
- ISO/TS 22003 - Food Safety Management Systems - Requirements for Bodies Providing Audit and Certification of Food Safety Management Systems

**Who may avail of these services:**

Conformity assessment bodies (e.g. testing and calibration laboratories, certification bodies)

**How to avail of these services:**

Kindly visit our website [www.pao.dti.gov.ph](http://www.pao.dti.gov.ph) or email us at [pao@dti.gov.ph](mailto:pao@dti.gov.ph).



**PHILIPPINE ECONOMIC ZONE AUTHORITY (PEZA)**  
**Department of Trade and Industry (DTI)**

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[www.peza.gov.ph](http://www.peza.gov.ph)

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The Philippine Economic Zone Authority (PEZA) is tasked to promote investments, extend assistance, register, grant incentives to and facilitate the business operations of investors in export-oriented manufacturing and service facilities inside selected areas throughout the country proclaimed by the President of the Philippines as PEZA Special Economic Zones.

It oversees and administers incentives to developers/operators of and locators in world-class, ready-to-occupy, environment-friendly, secured and competitively priced Special Economic Zones.

PEZA's dynamic, responsive and client-oriented ethics have earned the trust and confidence of investors in its Special Economic Zones, the local business sector, and the foreign chambers of commerce in the Philippines. All Industrial Economic Zones are manned by a PEZA officer and staff to immediately attend to stakeholders' needs and concerns. Information Technology companies are attended to by Head Office.

PEZA is ISO 9001:2000 certified.

The creation of PEZA, the development of Special Economic Zones throughout the country, and the very competitive incentives available to investments inside PEZA Special Economic Zones are embodied in the Special Economic Zone Act of 1995, a law passed by the Philippine Congress.

## **Programs and Services:**

### **1. Registration of Local and Foreign Investors**

- Export Enterprise
- Domestic Market Enterprise
- Pioneer Enterprise
- Free Trade Enterprise
- Zone Facilities Enterprise
- Zone Utilities Enterprise
- Service Enterprise
- Tourism Enterprise
- Ecozone Developers
- Regional Warehouse Operators

### **2. Assistance on Application Processing**

### **3. Provision of Incentives**

- Income Tax Holiday (four years for non-pioneer firms; six years for pioneer firms)
- Exemption from payment of:
  - Import Duties and Taxes
  - Export Taxes and Fees
  - Local Taxes and Fees
  - Tax Credits
  - Wharfage Fees
- Exemption from Value Added Tax (VAT) on Local Purchases

### **4. Provision of Additional Deduction for Labor Training Expenses**

- Permanent resident status for foreign investors and immediate family members
- Employment of foreign nationals

### **5. Administration of Zone Facilities in Public Ecozones**

- Power and Water
- Communication
- Standard Factory Buildings
- Recreational Areas

## **5. Administrative Assistance**

- Maintaining industrial harmony in the zones
- Resolving ecozone-related problems

## **6. Information Dissemination**

- Investment prospects in economic zones
- Tax incentives, privileges and requirements, rules and regulations
- Availability of standard factory buildings and areas in the ecozones
- General business conditions prevailing in the country
- Functions and roles of ecozones in economic development

### **Who may avail of these services:**

Any person, association, partnership, corporation, or any other form of business organization

### **How to avail of these services:**

1. Register with PEZA.
2. Send written requests for specific services to PEZA offices.

**SECURITIES AND EXCHANGE COMMISSION (SEC)**  
**Department of Finance (DOF)**

SEC Building  
EDSA, Greenhills, Mandaluyong City  
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[www.sec.gov.ph](http://www.sec.gov.ph)

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The Securities and Exchange Commission (SEC)'s mission is to strengthen the corporate and capital market infrastructure of the Philippines, and to maintain a regulatory system, based on international best standards and practices, that promotes the interests of investors in a free, fair and competitive business environment.

**Powers and Functions:**

The Commission shall have the powers and functions provided by the Securities Regulation Code, Presidential Decree No. 902-A, as amended, the Corporation Code, the Investment Houses Law, the Financing Company Act, and other existing laws.

Under Section 5 of the Securities Regulation Code, Rep. Act. 8799, the Commission shall have, among others, the following powers and functions:

- (a) Have jurisdiction and supervision over all corporations, partners corporations, partnerships or associations who are the grantees of primary franchises and/or a license or permit issued by the Government;
- (b) Formulate policies and recommendations on issues concerning the securities market, advise Congress and other government agencies on all aspects of the securities market and propose legislation and amendments thereto;
- (c) Approve, reject, suspend, revoke or require amendments to registration statements, and registration and licensing applications;

- (d) Regulate, investigate or supervise the activities of persons to ensure compliance;
- (e) Supervise, monitor, suspend or take over the activities of exchanges, clearing agencies and other SROs;
- (f) Impose sanctions for the violation of laws and the rules, regulations and orders issued pursuant thereto;
- (g) Prepare, approve, amend or repeal rules, regulations and orders, and issue opinions and provide guidance on and supervise compliance with such rules, regulations and orders;
- (h) Enlist the aid and support of and/or deputize any and all enforcement agencies of the Government, civil or military as well as any private institution, corporation, firm, association or person in the implementation of its powers and functions under this Code;
- (i) Issue cease and desist orders to prevent fraud or injury to the investing public;
- (j) Punish for contempt of the Commission, both direct and indirect, in accordance with the pertinent provisions of and penalties prescribed by the Rules of Court;
- (k) Compel the officers of any registered corporation or association to call meetings of stockholders or members thereof under its supervision;
- (l) Issue subpoena duces tecum and summon witnesses to appear in any proceedings of the Commission and in appropriate cases, order the examination, search and seizure of all documents, papers, files and records, tax returns, and books of accounts of any entity or person under investigation as may be necessary for the proper disposition of the cases before it, subject to the provisions of existing laws;
- (m) Suspend, or revoke, after proper notice and hearing the franchise or certificate of registration of corporations, partnerships or associations, upon any of the grounds provided by law; and

- (n) Exercise such other powers as may be provided by law as well as those which may be implied from, or which are necessary or incidental to the carrying out of, the express powers granted the Commission to achieve the objectives and purposes of these laws.

Under Section 5.2 of the Securities Regulation Code, the Commission's jurisdiction over all cases enumerated under Section 5 of PD 902-A has been transferred to the Courts of general jurisdiction or the appropriate Regional Trial Court. The Commission shall retain jurisdiction over pending cases involving intra-corporate disputes submitted for final resolution which should be resolved within one (1) year from the enactment of the Code. The Commission shall retain jurisdiction over pending suspension of payments/rehabilitation cases filed as of 30 June 2000 until finally disposed.

Considering that only Sections 2, 4, and 8 of PD 902-A, as amended, have been expressly repealed by the Securities Regulation Code, the Commission retains the powers enumerated in Section 6 of said Decree, unless these are inconsistent with any provision of the Code.

## **Online Services**

### **• SEC-iRegister**

SEC offers the public the convenience of online registration through *SEC-iRegister*, the web-based Company Registration.

*SEC-iRegister* is a quick, affordable and user-friendly service that is available to the public 24 hours a day, 7 days a week. An easy, step-by-step guide allows everyone to use this web-based company registration system from the convenience of their desktop.

With *SEC-iRegister*, clients can do the following online:

- a. Verify the availability of the desired name for corporation or partnership
- b. Reserving the verified name

c. Accomplishing and printing the registration online without the need to buy the SEC forms

- **SEC-iView**

SEC-iView is one of the components of the SEC-iReport project. It is intended to give the public the convenience of getting copies of documents they need from their own Internet-enabled PCs at their home or office 24 hours a day, 7 days a week. Thus, they can get these documents even beyond the customary 8:00am to 5:00pm office hours on weekdays.

# **Institutional Development**





## **CANADIAN INTERNATIONAL DEVELOPMENT AGENCY (CIDA)**

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The Canadian International Development Agency (CIDA) is Canada's lead agency for development assistance. It has a mandate to support sustainable development in developing countries in order to reduce poverty and contribute to a more secure, equitable, and prosperous world.

The objectives of CIDA's strategy in the Philippines are to foster efficient, responsive, transparent and accountable governance at all levels; and support the development of sustainable small and medium-sized enterprises (SMEs) that create more, better, and decent jobs for both men and women.

### **Programs and Projects:**

#### **1. Gender Responsive Economic Actions for the Transformation of Women (GREAT Women)**

The GREAT Women project assists the National Commission on the Role of Filipino Women (NCRFW), and its partners at the national and local levels, to contribute to the economic empowerment of women by strengthening their capacities to develop, implement, monitor and evaluate gender-responsive economic legislation, policies, programs, and services, especially those related to micro enterprise.

#### **2. Local Government Support Program for Local Economic Development**

The program supports national agencies to develop and/or improve policies, laws, programs and activities in order to enhance local governance and economic development as well as strengthen relevant coordinating mechanisms (horizontal and vertical) at the national level. In addition, it supports the strengthening of umbrella organizations (e.g. leagues of

provinces, cities and municipalities) of Local Government Units (LGUs) in order to increase their capacity to advocate for national level measures to enhance the enabling environment for LGUs. The program aims also at strengthening the capacity of LGUs to equitably and effectively formulate policy and to implement and monitor programs. The program supports the meaningful participation of civil society and the private sector in local development processes and strengthens resource generation and management capacities of LGUs. To improve conditions for local economic development, it supports also the strengthening of LGU/private sector/civil society partnerships, development of supportive policies, incentives and regulatory frameworks and helps to increase transparency and fairness in government systems and processes.

### **3. Assistance to Small and Medium Enterprises**

The project aims to assist the growth of SMEs in the Philippines through enhancement of the business environment for SMEs.

The project has three components:

- Improving access to finance by SMEs through targeted training of selected financial institutions;
- Improving the business enabling environment through business regulation reforms in partner cities; and,
- Developing viable supply chains in agribusiness.

The project also ensures gender equality and environmental sustainability in all its components.

### **4. Promoting Rural Industries and Market Enhancement (PRIME)**

The PRIME program will support the establishment of 50 micro enterprises and strengthen three commodity-specific industries. The project will also help institutionalize the Philippine Development Assistance Program (PDAP) so it can continue to assist rural micro enterprises and industries after CIDA support.

The project has four (4) expected outcomes:

- **Micro enterprise development**

Participating rural poor communities have established viable rural micro enterprises aimed at food security, increased household income and job creation.

- **Enhanced participation in the market**

Micro enterprises with industry potential are scaled up and connected with the market through appropriate market-participation mechanisms.

- **Program and policy analyses in support to rural micro enterprises/industries**

Industry-specific policy reform initiatives developed and directed towards relevant government agencies (national and local) that regulate and assist rural enterprises/industries.

- **Strengthened institutional capacity of PDAP**

Enhanced PDAP organizational capacity leading towards long-term institutional sustainability.

## **5. Private Enterprise Accelerated Resource Linkages – Phase II**

The project focuses on the following three (3) initiatives to support the development of SMEs:

- **The Sectoral Enhancement Component**

Supports the development of key labor-intensive sectors within the Philippines such as Furniture and Home Furnishings, Gifts and Housewares, Food and Food Processing, etc. Within these sectors, the project works with strong sector associations that play a lead role in delivering business support services to, and mobilizing SME members, and related suppliers, to improve their production

performance, market expansion, management capabilities, and long term sustainability.

- **The Partnership Development Facility**

A responsive mechanism that contributes to projects of eligible business society organizations in their efforts to promote SME development and job creation.

- **The Capacity Development for Investment Promotion Component**

Provides assistance and support to the Board of Investments (BOI) and local investment promotion groups to increase their capacity to promote Philippine SMEs as potential strategic partners with foreign companies. It also supports the Canada Desk at the BOI.

Program activities are concentrated in the National Capital Region, Western Visayas, Mindanao, and the Autonomous Region in Muslim Mindanao.

## **EMPLOYERS CONFEDERATION OF THE PHILIPPINES (ECOP)**

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Unifying employers to a common ideal of national prosperity amid industrial peace, the Employers Confederation of the Philippines (ECOP) takes the lead in consolidating and articulating the employers' interest in matters concerning labor-management relations and socio-economic development.

ECOP strives to achieve this by meeting the following specific objectives:

- Formulate and recommend policy proposals on all issues affecting labor-management relations, as well as on other social and economic policy questions before government agencies and tripartite councils in regional, national, and international conferences
- Enhance professional and ethical management practices and standards for effective and harmonious labor-management relations
- Encourage and ensure the success of the tripartite consultation machinery to enable workers, employers and government to work harmoniously and effectively towards greater productivity and national progress
- Promote corporate social responsibility based on enlightened self-interest
- Assist employers in continuously strengthening labor-management relations and improving productivity and competitiveness

## **Programs and Services:**

### **1. Representation**

- Government Tripartite Bodies
  - Tripartite Industrial Peace Council
  - National Labor Relations Commission
  - National Wages and Productivity Commission
  - Regional Tripartite Wages and Productivity Boards
  - Social Security Commission
  - Employees Compensation Commission
  - Technical Education and Skills Development Authority
  - Tripartite Voluntary Arbitration Council
- International
  - International Labor Organization
  - International Organization of Employers
  - ASEAN Confederation of Employers
  - Confederation of Asia-Pacific Employers

### **2. Research and Advocacy**

The Research and Advocacy Department is a self-sustaining unit of ECOP that can effectively provide information, researches, and management tools for employers as well as actively articulate employers' position on socio-economic issues to promote industrial peace, stability, and labor market reforms.

The objective of the Department is to provide ECOP leaders, employers, and industrial relations practitioners with policy guidance, benchmarking tools, and information through the conduct and publication of surveys, researches and special studies.

Non-commercial researches give policy and technical support for ECOP leaders and officers, while revenue-streamed commercial researches serve as benchmarking tools for employers and research practitioners.

- Labor Market Information Service
  - Corporate Compensation Survey (*annual*)
  - Collective Bargaining Agreements Survey Report (*biennial*)
  - Periodic Quick Surveys

- o Special Studies
  - Cases on Business Initiatives on Work Life
  - Business Case Studies: Global Compact in Practice
  - National Study on Small and Medium Enterprises
  - Business Case Study on Work Life Balance
- o Other publications
  - Guidebook for Effective Employers

Advocacy programs would include circulation of ECOP position to concerned agencies on issues affecting employers; as well providing direct services to members through special projects.

### **3. Training and Development**

ECOP develops, organizes, and administers trainings, education and development programs through the ECOP Training Center for the benefit of members and non-members alike.

ECOP conducts seminars, symposia, workshops, and learning sessions which are offered as in-house or public programs; conducts funded capacity-building programs for ECOP Secretariat and its partner industry associations; assess and dispatch participants to national and international training programs through the grants or assistance provided by partner organization; and, rent out training facilities and equipment.

The training programs are categorized into the following major clusters:

- Industrial Relations
- Human Resources
- Organizational Development
- Rent out training facilities and equipment
- Enterprise Development
- Learning Sessions are also conducted to echo international training programs participated in by ECOP sponsored trainees.

### **4. Information Dissemination**

- ECOP Bulletin: A semi-monthly publication providing members quick update of activities and programs undertaken by ECOP or with other organizations/institutions.



- **ECOP Policy Bulletin:** A semi-monthly publication providing update on policy issuances, proposed bills, and advocacy activities of ECOP.
- **Philippine Employer:** A monthly newsletter containing news, columns and features on ECOP activities, highlights of positions on policy issues, latest labor and economic indicators and other developments related to labor-management relations.
- **Circulars:** Periodic issuances to members on matters requiring their immediate attention or response.
- **ECOP Website**

## **5. Membership Services**

- **National Conference of Employers**  
An annual ECOP activity where CEOs and other corporate executives discuss issues of national concerns affecting labor-management relations. The output of the conference is a set of resolutions presented to the President of the Philippines.
- **KAPATID Awards**
- A biennial award conferred to enterprises which have excelled in the field of industrial relations, productivity and quality, social accountability, and strategic visioning for business and job survival.

## **6. ECOP Institute for Productivity and Competitiveness**

- **Big Enterprise Small Enterprise Productivity Improvement Program**

It aims to migrate technology to SMEs and allow them to compete internationally. The project trains SMEs on productivity improvement that will utilize the full cycle approach.

## **7. Corporate Social Responsibility (CSR)**

ECOP is a firm believer of CSR. It shares the view that a conscious attitude towards CSR will strengthen a profitable organization, retain employees, create loyalty among

customers, and attract investors worldwide – affirming that CSR makes good business sense.

## **GERMAN INTERNATIONAL COOPERATION (GIZ)**

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The German International Cooperation (GIZ), under commission from the German Federal Government, has worked with government and communities in the Philippines, sharing the best in German technology and its wealth of experience in international cooperation.

GIZ's overarching goal in the Philippines is to contribute to the reduction of poverty and inequalities. Sustainable development is ensured by taking a systems approach to development, through the concept of capacity development. By using the advice of experts, the facilitation of small grants and the multi-stakeholder approach, GIZ enables Filipinos themselves to address the issues such as poverty, conflict, disease and environmental management.

### **Programs and Projects:**

#### **1. Promotion of Green Economic Development (ProGED) and the green growth concept (2013-2015)**

When pursuing Green Economic Development policy makers attempt to address the following five pillars and their foundation

- **Mitigation:** reduce GHG emissions, thereby contributing to mitigating impacts of disasters which affect individuals and businesses.
- **Adaptation:** assist individuals and businesses to adapt to changes caused by climate variations and severe weather conditions as well as long term changes in sectoral trends caused by them.

- **Competitiveness:** improve the long term competitiveness of companies by helping them develop and implement sustainable / green business strategies.
- **Green jobs:** make use of growth opportunities and market potentials that arise from investments into mitigation and adaptation as well as new products and services needed in a green economy.
- **Nature's capital:** maintain or even restore nature's capital (ecosystems, biodiversity, natural resources) through recognizing their true value for both companies and the society.

The project's multi-level approach combines policy advice and the creation of the requisite political and economic conditions with practical implementation and specific, demonstrable effects at local level. This includes carrying out awareness-raising campaigns for MSMEs and local governments, promoting cooperation between them to stimulate environmentally friendly and climate-sensitive development and extending existing private-sector approaches to include aspects that encourage this kind of economic development. To supplement this, the project also provides information on technological possibilities for environmentally friendly and climate-sensitive development, and gives MSMEs support to help them identify and adopt these technologies. Information measures on 'green' financial products and funding instruments are also developed and implemented. Finally, the project promotes a standardized approach to increase public recognition of particularly environmentally friendly and climate-sensitive MSMEs.

The project is to start in the two pilot provinces of Cebu and Bohol, but after the first year it aims to disseminate what has been learned in other regions and at national level in cooperation with the partner ministry.

In the first year in particular, the project's work will concentrate on the pilot sector of tourism and the MSMEs in its value chain, as this will make it possible to integrate other relevant sectors, such as transport, souvenirs and food.

## **INTERNATIONAL LABOUR ORGANIZATION (ILO)**

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8767 Paseo de Roxas, Makati City  
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In 1948, two years after gaining its independence, the Philippines joined the International Labour Organization (ILO). Since joining, the Philippines has been one of the ILO's most active members, giving strong support to policies and programmes. The Philippines, through government, employers and workers partnership, was the first country in Asia to participate in a pilot programme on decent work.

The ILO Country Office for the Philippines opened in 1970. The office provides support through its Decent Work Country Programme which addresses decent work deficits in the country. To build bridges between its standard-setting role and services and programmes for the nation's people, the ILO runs projects with funding from donors worldwide and partnerships with local actors.

The ILO Country Office for the Philippines provides information resources. ILO publications, tools, research, statistics, training manuals, technical guides and other reference material provide information on work-related issues.

The ILO Country Office for the Philippines focuses on several areas to promote the creation of decent jobs for competitiveness and improve labour market governance. It supports the development of capacities of social partners, particularly employers' and workers' organizations, to effectively participate in development processes and influence economic, social and governance policies. Underlying all its initiatives is the continuing efforts to assist the country in the ratification and application of international labour standards.

## **Decent Work in the Philippines**

The primary goal of the ILO is to promote opportunities for women and men to obtain Decent Work in conditions of freedom, equity, security and human dignity. Decent Work is the opportunity for productive work in which rights are protected, adequate income is generated, and sufficient social protection is provided. Decent Work is the goal of ILO's constituents - governments, workers and employers.

### **Areas of Work:**

#### **1. Green Jobs**

Launched in 2007, a Global Green Jobs Initiative mobilizes governments, workers and employers to engage with each other to develop coherent policies and effective programmes that lead to a green economy. The Green Jobs idea combines the thrusts of Decent Work and Environmental Sustainability.

In the Philippines, Green Jobs-related initiatives are aimed at enhancing dialogue to green the workplace through a Greener Business Asia Project as well as adaptation approaches for climate-resilient farming communities through a UN MDG Fund Joint Programme on Climate Change Adaptation.

#### **2. Child Labor**

As a ratifying country to , the Philippines has integrated child labour concerns into national policy frameworks including the Medium-Term Philippine Development Plan (MTPDP). The country has passed legislation that defines a legal framework that addresses child labour and adopted a Philippine Time-Bound Programme (PTBP) to eliminate the worst forms of child labour. The Department of the Interior and Local Government (DILG) issued a Memorandum Circular No. 2011-133 for the formulation of local legislation to address child labour initiatives in the local development plans and programmes.

#### **3. Employment Promotion**

Pervasive and persistent poverty, especially in rural areas, high unemployment and underemployment and constraints to small and medium enterprises (SME) growth are a few of the challenges that the Philippines faces as it works to improve prospects for sustainable growth and decent work for all.

The ILO Country Office for the Philippines supports its tripartite constituents to promote coherent policies and integrated programmes for employment creation, enterprise and skills development.

The Employment Convention, 1964 (No. 122) requires action by governments to promote full employment. The ILO works with constituents in researching, developing and implementing programmes for, inter alia microfinance support, entrepreneurship training, local economic development, youth employment and climate change adaptation. Disadvantaged youth, indigenous peoples, victims of human trafficking and families affected by calamities and conflict are some of the office's priority groups.

#### **4. Equality and Discrimination**

Central to ILO's work since its founding in 1919 is promotion of equality between women and men and ending discrimination in the world of work. Combating discrimination through promotion of equality is an essential component in the Decent Work Agenda. Discrimination stifles development opportunities for workers, indigenous and tribal peoples, women, children, people with disabilities, workers with HIVAIDS, and other socially isolated sectors of society.

Through promotion of freedom of association, the ILO seeks to prevent discrimination against workers organizing into trade unions at the same time encouraging employers to organize and promote private sector interests. A Freedom of Association project is about to emerge to support this initiative. The ILO develops programmes and technical cooperation projects to fight child labour, particularly for boys and girls trapped in hazardous occupations. The International Programme on the Elimination of Child Labour (IPEC) project is about to start. Existing technical projects for indigenous peoples are implemented in Caraga region and Lake Sebu. Campaign for ratification of Convention 169 is an ongoing concern of the ILO.

#### **5. Informal Economy**

The informal economy consists of independent, self-employed small-scale producers and distributors of goods and services. Workers in this sector are for the most part not registered or

recorded in official statistics and are beyond the reach of social protection and labour legislation.

Estimates put 40 to 80 per cent of Filipino workers in the informal economy. Labor Force Survey data indicated increasingly informality. In the midst of the global financial crisis.

The ILO has carried out research and programmes to better understand informal work. While initially focused on productive and job-creating potentials, the office has begun to emphasize job quality issues including access to social security and workplace improvement. The office works with labour sectors in the Philippines to strategically support the growing sector, enhance the role of informal workers as contributors to the economy and provide such workers with the legitimacy and protection accorded other types of workers.

## **6. International Labour Standards**

The ILO Country Office for the Philippines, through its Philippines Decent Work Country Programme, focuses on ratification of select conventions and improved application of those already ratified. The former include promotion of legal instruments to protect seafarers, homeworkers, indigenous peoples and domestic workers, means to regulate private employment agencies and support occupational safety and health, labour inspection, and maternity protection. Efforts to improve the application of ratified conventions focus on fundamental principles and rights. Elimination of child labour and freedom of association are covered by technical cooperation programmes.

Assistance to support the Philippines in its reporting obligations, including mechanisms to monitor compliance, involves a range of social partners.

## **7. Labour Market Governance and Working Conditions**

Following the launch of the Asian Work Decade, the goal of improving labour market governance was given fresh impetus. The 14th Asian Regional Meeting in Busan, Korea further underpinned this idea by reaffirming the ILO mandate to help member States strengthen their policies, norms, laws, regulations, institutions, mechanisms and processes that



influence the demand and supply of labour in line with ILO standards.

## **8. Labour Migration**

Globally, more people than ever seek better lives outside their home countries. 10 million Filipinos live abroad and more than one million Filipino leave the country each year to work abroad. Remittances to the Philippines from around the world continue to grow.

Labour migration is a national thrust for economic growth and other countries see the Philippines as a model in regulating migration. On the other hand, some migrant workers are forced into work against their will. They are deceived about the nature of work and receive wages that are less than what is promised. Migrant workers can be victims of forced labour and human trafficking.

In 2005, tripartite experts formulated and adopted the ILO Multilateral Framework on Labour Migration: non-binding principles and guidelines for a rights-based approach to labour migration. The Framework assists ILO partners to manage international and national labour migration. It addresses major issues faced by policy makers and provides guidelines and principles on labour migration.

## **9. Safety and Health at Work**

Occupational accidents and diseases cause human suffering and loss. Their economic cost is high, with some two million workers dying each year from work-related accidents and diseases, and the figure is on the increase in spite of efforts to make inroads.

The Philippine Government estimates that 2.2 million Filipino workers in medium and large enterprises enjoy effective occupational safety and health (OSH) protection and services. In other words, 17 of 18 persons in the nation's workforce of 38.8 million do not benefit from acceptable working conditions. Studies substantiate that OSH conditions in micro-firms and the informal sector pose risks and hazards.

ILO Manila supports programmes to promote a culture of safety and health that bring OSH services to those that need them the most. A range of government and non-government agencies are partners, with beneficiaries that include agrarian reform farmers, informal workers and trade unions and their members. The office works with constituents – governments, workers and employers organizations to promote ratification of the Promotional Framework for Occupational Safety and Health, 2006 (No.187).

## **10. Skills and Employability**

Skills contribute to determine the employability of people. In the global economy, technological advances are rapid, and countries must respond to changing global needs for skills. Unfortunately all countries are not prepared to respond to labour market needs.

All persons have a right to education and skills development. The ILO works with Government, Employers and Workers to promote access to education and skills development for people including those with special needs. Education and training contribute to national efforts towards poverty reduction and sustainable economic growth.

## **11. Social Security**

Social security is one of the pillars of the Decent Work agenda. In realizing decent work, nations work to extend social security coverage for their working populations. With global liberalization, access to social security has become increasingly relevant for workers as they face growing insecurity.

The Philippines faces major challenges in providing social security. While the national policy upholds universal social security coverage, a sizeable proportion of workers and their families remain uncovered. The large informal sector makes expansion of coverage daunting.

The ILO has carried out studies to understand social security challenges in the Philippines. The office has looked at government expenditure for social protection and efforts to extend social security to the informal sector. Other studies examine the feasibility of remitting premiums electronically and introducing unemployment insurance. The office has a project

on micro-health insurance, highlighting the potential of expanding the reach of social protection among vulnerable and poor families.

## **12. Workers' and Employers' Organizations**

The Employers' Confederation of the Philippines (ECOP), established in September 1975, unites employers and their organizations, safeguards and enhances employers' interest in labour-management relations, including social and economic policy issues, and promotes industrial harmony, social justice and national economic growth. ECOP has a broad-based membership from all sectors of the economy.

The ILO works with ECOP, recently on thrusts that include research and advocacy, training and development, corporate social responsibility and a small and medium-scale enterprise survey.

Some 600 national trade unions, industrial federations and plant-level unions from private and public sectors are registered in the Philippines, although they represent less than 10 per cent of the 38.8 million-strong workforce. Among these are the Trade Union Congress of the Philippines (TUCP), the Federation of Free Workers (FFW) and the Alliance of Progressive Labor (APL). Their primary concerns include decent work for job seekers and job preservation for the employed.

The ILO works with trade union partners to examine the Labor Code, contractualization and stringent organizing and strike provisions, and involves tripartite constituents in the Decent Work Country Programme through programme work to eliminate child labour, youth unemployment, gender inequality, and discrimination, better regulate labour migration and seek greater social protection and dialogue.

## **JAPAN EXTERNAL TRADE ORGANIZATION (JETRO)**

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The Japan External Trade Organization (JETRO) is an independent administrative agency tasked to promote trade and investment. JETRO Manila belongs to the organization's worldwide network of 73 offices in 55 countries.

JETRO gives particular focus on assisting both the Japanese and Filipino small and medium-sized enterprises (SMEs). For Japanese companies, JETRO provides the means to create business tie-ups with overseas companies to help improve their competitiveness in the Japanese and global market. Philippine companies on the other hand, benefit through JETRO's programs for technology improvement, environmental protection and business matching.

### **Programs and Services:**

#### **1. Trade Promotion**

JETRO offers support programs for SMEs in the development and expansion of the export of their finished goods and services to Japan. These include, among others, the dispatch of Japanese experts on specific target industries to the Philippines, international trade fair participation of local industries and business matching services.

JETRO currently focuses its assistance programs on the following sectors: information technology, trade, industry, SME development, human resources development and furniture

#### **Activities**

- **Promotion of and Participation in International and Local Trade Fairs**

JETRO offers support for companies of developing countries to participate in specialized trade fairs and related conferences, so that they can have opportunities to penetrate

the Japanese market, promote exports to Japan and adapt effective Japanese systems and procedures in the local industries concerned. Likewise, efforts to promote JETRO's programs and services in the local scale are made through involvement in several recognized trade fairs.

**Exhibits and Fora Promoted/Attended in Japan:**

- o Asian Trade Promotion Forum (ATPF)
- o CEATEC Japan
- o FOODEX Japan
- o International Furniture Fair Tokyo (IFFT)
- o Japan Food Fair
- o JETRO Bizmatch@CEATEC Japan
- o JETRO Global Eye
- o Software Development Expo and Conference (SODEC)
- o Tokyo International Gift Show (TIGS)

**Local Trade Fairs and Conferences**

- o ASEAN
- o Cebu ICT
- o e-Services Philippines
- o Manila F.A.M.E International
- o Mindanao ICT
- o PCCI Area Business Conferences
- o Philippine Business Conference and Expo
- o The Philippine International Furniture Show – Manila NOW

**Services**

• **Trade Tie-Up Promotion Program (TTPP)**

TTPP is a tool used to assist in the search of international business partners through the internet. A wide range of business opportunities and demand for export/import of products/parts, technology transfer, investment, business tie-ups, establishment of offices/factories and business support is offered through the website, <http://www.jetro.go.jp/ttppe/>. Registration, browsing and searching are free of charge.

• **Japan Trade Directory**

The Directory provides information on Japanese companies seeking export or import services and other international business opportunities. The directory also offers general

information and guides about direct investment conditions, the industrial setting and trade opportunities available in each prefecture and major city. Visit our Business Library or contact JETRO Manila for more information.

- **J-MESSE (JETRO Trade Fair Website)**

Use this web page to find trade shows both in Japan and around the world. Search by keywords, industries, dates and locations. Also, search for JETRO's "virtual" trade shows for foreign products targeted at Japanese customers. Organizers are welcome to register their shows on the web page free of charge.

## **2. Investment Promotion**

- **Promoting Japanese Direct Investment in the Philippines**

JETRO Manila provides comprehensive information on the Philippines' investment climate and policies to potential Japanese investors and existing Japanese companies doing business in the Philippines through various activities and the Business Support Center in the Philippines (BSCP).

- Information Services at JETRO Business Library
- Consultation Service by Senior Investment Advisor at BSCP
- Lectures and Seminars by Experts (including legal experts, accountants, human resource management experts, etc.)

- **Invest Japan Business Support Center**

JETRO Manila also supports Filipino companies who wish to invest in Japan by providing relevant information on registration procedures, laws and regulations and through advisory services of the Senior Investment Advisor.

## **3. Business Support Center in the Philippines (BSCP)**

JETRO established the BSCP for the purpose of promoting investments from Japan to the Philippines and strengthening industrial and economic relations between the two nations. The BSCP offers complimentary offices and advisory services to Japanese SME companies interested in making direct investments or outsourcing in the Philippines.

Equipped with a business library, it also functions as a one-stop center for Japanese businessmen in the Philippines by providing relevant investment information that JETRO acquires through close coordination with the relevant Philippine government agencies such as the Board of Investments (BOI) and the Philippine Economic Zone Authority (PEZA).

This facility, located at the JETRO Manila office premises, was established in March 2003, in response to a Philippine government request made by President Gloria Macapagal-Arroyo to the Japanese government when she visited Japan in May 2002.

- **Business Library**

The facility offers information on Japanese trade, economy and business conditions in the following forms:

- Statistics
- Books
- Reference Books
- Tariff Schedules
- Electronic Information Resources
- Video Materials

Publications are mostly in English, with a limited number of materials written in Japanese.

#### **4. Philippine Business Information**

As a form of assistance to Japanese businesses operating in the Philippines, JETRO Manila collects and analyzes information on the global and local business environment. Mostly written in Japanese, these compilations are constantly updated to help businessmen make timely business decisions. These information may be classified into Business Reports, Legal Information Update and Philippine Economic Indicators.

#### **5. Japanese Business Information**

Japan market reports on everything from coffee to computers. Read about market trends, current topics and growth.

- **Market Reports**

Analytical reports on Japanese sectors categorized by industries and report titles. Section covers a wide range of

products, services, business and industrial environments, regional enterprises, current market trends and more, with case studies and advice on market entry.

- **Standards and Regulations**

Numerous documents devoted to Japan's standards and regulations concerning import procedures, quarantine periods, technical requirements, etc. Section also details laws/ordinances and amendments concerning import standards and regulations.

**6. JETRO Dateline**

JETRO Dateline is the monthly newsletter of JETRO Manila to inform the public about JETRO's programs and activities in the Philippines and recent trends and developments in Japanese trade and industry.



## **JAPAN INTERNATIONAL COOPERATION AGENCY (JICA)**

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The Japan International Cooperation Agency (JICA) in the Philippines provides cooperation in economic growth, poverty reduction, disaster mitigation, other development issues such as health and governance, and in promoting peace and development in conflict-affected Mindanao. With these focus points, JICA aims to promote inclusive and dynamic development to secure a better future for Filipinos.

For over a quarter of a century, JICA has been working eagerly, as an active partner in the pursuit of sustainable development of the Philippines. The Philippines is one of the largest recipients of the technical cooperation provided by the Government of Japan through JICA.

JICA's technical cooperation is aimed at transferring technology and knowledge that can contribute to the socio-economic development of developing countries.

### **Projects and Programs:**

#### **1. Technical Cooperation Project**

The Technical Cooperation Project (TCP) is one of JICA's main types of overseas activities. Projects under the TCP are results-oriented, where Japan and a developing country pool their knowledge, experience and skills to resolve specific issues within a certain timeframe.

The projects may involve the following components: (i) dispatch of experts to provide technical support; (ii) invitation of personnel from developing countries for training; (iii) provision of necessary equipment. The TCP may have one or more components.

- **Expert Dispatch**

Based on the request of a Philippine government agency, JICA may dispatch either a Japanese or a third country expert to perform tasks related to his or her area of specialization and the actual requirements of the proponent agency. Third country experts refer to experts coming from another country besides Japan and the Philippines. Long-term experts are those assigned for a year or more while short-term experts have assignments, which are less than a year.

- **Equipment Supply**

The Japanese side may provide equipment to facilitate technology transfer within the scope of a project. However, the equipment supply component may only be availed of, if the request is in conjunction with other components e.g., equipment to support the work of JICA experts assigned in the project.

- **Training in Japan**

Filipino counterparts of JICA Experts may be sent to Japan to receive training from the various JICA training centers located throughout Japan to facilitate better technology transfer.

- **Facility Development**

Under this component, recipient agencies may avail of assistance in the form of construction of facility. Said construction/improvement should support the technology transfer activities of a certain Technical Cooperation Project.

- **Community Empowerment**

This component is designed to facilitate the dissemination of technologies developed by a certain project to the grass-root level. A proponent agency that wishes to disseminate a certain technology to the grass-root level may go into partnership with a non-governmental organization (NGO) to do the actual dissemination. The Japanese side will support the contractual arrangement between the proponent agency and the NGO.

- **Research Support**

This component is designed to support the research activities of Filipino researchers. Research topics should contribute to the social and economic development of the Philippines.

## **2. Individual Technical Cooperation**

## **3. Training Program**

- **Training and Dialogue Programs**

JICA uses an array of development assistance schemes to meet diverse needs of developing countries around the world. As one of the schemes, technical cooperation contributes human resource development through utilizing Japan's technology, skills and knowledge. JICA's Training and Dialogue Programs are a form of technical cooperation that JICA carries out in Japan. Much of the knowledge accumulated in Japanese society can be understood only by actually visiting Japan. An example of this is the unique way of forming social systems and organizational structures, the so-called "Japanese model." If "seeing is believing," then experiencing is understanding. By actually visiting Japan, people from developing countries come to a setting surrounded by Japanese society and its organizations, where they can discuss the hardships in their home countries and develop an understanding of social conditions and values very different from their own. This experience imparts valuable knowledge that could be obtained in no other way.

In addition to providing unique knowledge, this sort of technical cooperation stimulates people to draw inferences on their own, which is crucial element for human resource development along with other assistance schemes. JICA's Training and Dialogue Programs are therefore a major component of Japan's international cooperation programs, receiving nearly 10 thousand participants each year. The majority of the participants are affiliated with a governmental or public organization, though the number of people from non-governmental organizations (NGOs) has been increasing in recent years.

Japan has enlisted cooperation from a wide range of levels including national and local governments, universities, non-profit organizations, private companies and NGOs, creating a system capable of responding to any sort of need from advanced technology to expertise in vitalizing villages. In terms of scale and available resources, there is no other program in the world that can compare to JICA's Training and Dialogue Programs, which have become one of the cornerstones of Japan's international cooperation.

- **Training Program for Young Leaders (TPYL)**

From JFY 2007, JICA has been implementing the "Training Program for Young Leaders", a technical cooperation program aimed at promoting human resources development and nation-building in developing countries.

Under the program, groups of young leaders, who will eventually become nation-builders in the future, are invited to enhance their specialties by experiencing and learning technologies and skills in Japan for a period of 18 days.

The program was an enhancement of the Youth Invitation Program (formerly the ASEAN-Japan Friendship Program for the 21st Century), which began in 1984 for six ASEAN countries, and which has since expanded to cover approximately 120 countries. For more than 20 years, the program has served as a significant venue for cultural exchange and for the promotion of friendship and mutual trust between Japan and the ASEAN countries.

JICA is implementing the program with the view of contributing to more sustainable capacity development for young leaders through greater emphasis on specialized technical training in various fields.

- **JDS, AUN-SEEDNET, GRIPS (Masters Degree)**

- **In-Country Training**

In-country training denotes a method of training under which instruction is provided in their home countries to their fellow-countrymen by people who have themselves previously been trained through technical cooperation provided by Japan.

This method makes possible the effective transfer of technology from Japan to the fringe areas of developing countries. And since local technicians are trained in their own languages, linguistic communication presents no problem and technology transfer can take place smoothly in line with local conditions.

- **Third Country Training**

Third country training conducted in the Philippines is geared primarily towards the officials and technical people of other countries. Similarly, Filipino trainees may also be trained in another country. By promoting technical cooperation in this way, participants can study in a climate and socio-economic environment similar to their own and are able to acquire appropriate technologies that are easy to apply to their own countries. JICA supports such third-country training by bearing the training costs involved as well as sending instructors from Japan.

**4. NGO Support Program**

This program was created to directly benefit people at the grassroots level in developing countries for the improvement of their livelihood and welfare.

**5. Development Study**

Under this program, JICA dispatches a study team to provide assistance to formulate basic plans for development, such as master plans for regional development and feasibility studies for specific development projects. It is classified as follows -- Master Plan; Feasibility Study; Detailed Feasibility Study; Consolidation of Basic Data; Local Development Study and After-Care Study.

**6. Yen Loan Program**

Previously managed by the Japan Bank International Cooperation (JBIC), the bilateral loans are concessional loans provided to developing countries and the facility is part and parcel of new JICA schemes following the merger of JICA and the Overseas Economic Cooperation Operations of JBIC in October 2008.

## **7. Survey and Administration of General Grant Aid Program (GGAP)**

Grant Aid is a form of ODA involving the provision of funds to the governments of developing countries without the obligation of repayment. The aim is to achieve economic and social development by helping the government of a recipient country to construct and/or upgrade its facilities and equipment. JICA supports the conduct of studies and in the implementation of grant aid projects

## **8. Dispatch of Japanese Overseas Cooperation Volunteers (JOCV)**

Young Japanese volunteers spend 2 years doing cooperation activities in recipient countries, living and working with the local communities. Presently, the total number of JOCVs deployed in the Philippines is 75. The areas of assignment of JOCVs extend to the whole country.

The dispatch of JOCVs is in line with the Medium-Term Philippine Development Plan. JOCV activities revolve around various fields such as agriculture, forestry, fisheries, industry, manufacturing, civil engineering and architecture, education, public health, sports and others.

For more information on JICA-Net, visit the website: [www.jica-net.com](http://www.jica-net.com).

## **KOREA INTERNATIONAL COOPERATION AGENCY (KOICA)**

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Established in 1991, the Korea International Cooperation Agency (KOICA), under the authority of the Ministry of Foreign Affairs and Trade (MOFAT), implements and administers the grant aid and technical cooperation programs provided by the Government of the Republic of Korea. KOICA aims to make a better world together by promoting equitable and sustainable development of its partner countries. It is also actively participating in the international community's efforts to enable poor people to improve their quality of life.

### **Objectives**

- Achieve the Millennium Development Goals (MDGs) for poverty reduction
- Promote sustainable socio-economic development in developing countries

### **Strategic Orientation**

- Sharing Korea's development experience
- Placing priority and respecting partner's needs

### **Priority Areas**

- Developing Human Resources
- Building Governance Capacity
- Maximizing Human Potential
- Improving Health
- Assisting the Rural Poor
- Providing Humanitarian Assistance

### **Philippine Program**

In its efforts to help the Philippines reduce poverty and achieve sustainable socio-economic development, the Korean Government initiated its assistance to the country in 1991 through the invitation

of Philippine government officials for training in Korea. In December 1994, the KOICA-Philippine Office was formally established to directly implement the grant-based Official Development Assistance (ODA) of Korea to the Philippines.

Throughout years of cooperation and partnership, KOICA has been supporting the Philippines' development efforts on the fields of agriculture, ICT, education, health, governance, infrastructure, energy, environment and disaster relief.

### **Program Size**

From 1991-2010, KOICA's total grant assistance to the Philippines amounted to around US\$76 million. Throughout the years, its ODA to the country has steadily increased from an annual average of US\$6 million from 2003-2007 to around US\$12 million from 2008-2010.

This figure is seen to increase in the coming years as Korea expects to double its ODA and triple its grant aid to the ASEAN region by 2015 and achieve an ODA/GNI ratio of 0.25% in accordance with the Millennium Development Goals.

### **Program Goal and Objectives**

The goal of KOICA's development cooperation program with the Philippines is to help alleviate poverty by promoting sustainable socio-economic development and supporting the achievement of the Millennium Development Goals (MDGs). In line with the priorities under the Philippine Development Plan 2010-2016 and drawing on Korea's development experience and comparative advantage, KOICA works on the following strategic objectives:

#### **Strategic Objective 1: Promote Agricultural Development**

- **Increase Rice Productivity**

KOICA aims to improve the efficiency of rice production and processing system as a means of reducing post-harvest losses and improving the quality of rice. By providing assistance to boost productivity of rice, KOICA would contribute to increasing income of farmers and achieving rice self-sufficiency in the Philippines by 2013.



- **Increase Added-value of Agricultural Products**

KOICA seeks to raise the value and competitiveness of local crops, livestock and fisheries to improve the income level of people at the rural level. Agro-industrial development would be promoted to fully utilize existing natural resources, generate employment and maintain food security.

## **Strategic Objective 2: Strengthen Economic Infrastructure**

- **Establish Infrastructure for Regional Development**

KOICA will help jump-start regional development by organizing rural areas into Multi-Industry Clusters (MIC) and providing them with infrastructure for agro-based industries, renewable energy, manufacturing and eco-tourism. This would provide the people with better access to employment and livelihood opportunities.

- **Improve Transportation Infrastructure**

KOICA will assist in the development of transport networks that will open up new economic opportunities, reduce transportation and transaction costs of business, and increase access to social services. This interconnection will strengthen the socioeconomic, cultural and political linkages between and among regions and eventually decentralize progress and bring development to the countryside.

## **Strategic Objective 3: Enhance Health Services**

- **Prevent and Control TB**

KOICA seeks to enhance the capacity of the public health sector in handling Tuberculosis and its other complicated forms. By strengthening health infrastructure and improving capacity of local health workers, KOICA could contribute in attaining the United Nations' Millennium Development Goal of reducing TB deaths by 50% by the year 2015.

## **Cross-Cutting Themes: HRD, Governance and Climate Change**

- HRD support on technical-vocational training
- Governance initiatives on e-government and regional economic development strategies
- Reduction of climate change impact through activities on disaster mitigation, water supply and renewable energy

## **Programs:**

### **1. Project Aid**

This program involves the construction of facilities, provision of equipment, training, and dispatch of experts. KOICA selects projects on areas where Korea's expertise and experience can make valuable contributions. These areas include vocational training, health, infrastructure, agriculture and fisheries and ICT.

### **2. Development Study**

The Development Study program conducts basic surveys, master plans, feasibility studies, engineering designs or combined studies for a wide variety of projects. Areas covered by this program include energy, agriculture and infrastructure.

### **3. Training Program**

KOICA invites government officials, technicians, and other professionals all over the Philippines for short and long-term training in Korea to transfer Korean development know-how and strategies. The training program is designed to encourage a dynamic sharing of Korea's development experiences, expertise, and lessons learned.

Sectoral Priorities: Education, Rural Development, Health, Industry and Energy, ICT, Environment, Governance, Disaster Relief

### **4. Korea Overseas Volunteers (KOV)**

KOICA dispatches volunteers to the Philippines in accordance with the needs of its partner organizations, and taking into consideration the MDGs, the development priorities of the Philippine government, and Korea's comparative advantages. KOVs in the Philippines are Korean men and women ages 20 to 62 years old who work with local partners for a term of two years in fields such as Technical and Vocational Training, Rural Development, Education and Culture, ICT and Public Health. Since 1990, more than 414 KOVs have been sent all over the Philippines, including Mindanao.

### **5. Expert Dispatch**

This program is designed to transfer Korean experience and knowledge in local settings. KOICA promotes economic and

human resource development by sharing professional know-how through field education, seminars, and policy consultations. In the Philippines, KOICA deployed experts in a variety of areas including civil aviation, health, agriculture, industry & energy.

#### **6. NGO Support**

KOICA provided assistance to Korean NGOs in the Philippines with the latter's foreign aid activities such as the Join Together Society's relief for marginalized people and education for children in Mindanao; Habitat for Humanity's housing projects built under the "Korea-Philippines Friendship House" in its various affiliates in Dumaguete, Bohol, General Santos, Quezon Province, etc.; and Good People International's Tuberculosis Eradication Program in the Philippines, among others.

#### **7. Disaster Relief**

KOICA provides emergency relief (cash donation and relief supplies) and rehabilitation assistance (equipment and vehicles) to victims of conflict and natural disasters.

## **PHILIPPINE BUSINESS FOR SOCIAL PROGRESS (PBSP)**

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PBSP has proven to be a sustained and reliable vehicle for chief executives of some of the largest companies to express their social responsibility in a strategic way.

With its ability to synergize and initiate partnerships from different sectors, manage projects prudently, and leverage funds, PBSP will rally the business sector towards a collectively defined development goal.

As we move beyond our 40th year, PBSP will continue to promote corporate citizenship as a model for poverty reduction. It will continue to devote expert resources towards helping opportunity-poor Filipinos create better lives for themselves.

Business could make a significant contribution to the development of society when it strategically pulls its resources together towards a unified goal.

PBSP has evolved to become a model of how the business sector can participate in national development. Through PBSP, companies of diverse business interests agree on a common and strategic response. Washington Sycip (2000) pointed out that the combined resources, expert management skills and business savvy of the member companies puts PBSP in a unique position to undertake sustained poverty reduction programs and flourish through political, social and economic changes.

PBSP continues to rally Philippine companies to use their core business to respond to the challenges of social progress.

PBSP unites businesses and works with the communities to enhance the impact of the business sector's contribution in poverty reduction and environmental sustainability.

PBSP aligns its strategies along the National Priority Agenda and the Millennium Development Goals.

The Foundation operates nationwide with projects on health, education, enterprise development and the environment.

## **Programs and Services:**

### **1. Poverty Reduction Programs**

- **Education**

BSP's education program aims to bring and keep children in school and provide them with quality education. The foundation through the partnership with the private sector and donor communities has lined up different ways to achieve this like building school buildings from Aparri to Tawi-tawi, rehabilitating and constructing classrooms, providing books, supplies, school desks and chairs, granting scholarships and educational assistance, offering school based feeding projects, and conducting trainings for teachers and administrators to improve educational standards.

- **Health**

To improve health conditions in disadvantaged communities nationwide, PBSP engages into different projects such as water system installation and supply that benefited thousands of households in different areas. The foundation has been providing access and improving the delivery of health services, maternal and child healthcare. PBSP also grants trainings for health workers and organizations on how to administer health care and promote healthier work places.

- **Livelihood and Enterprise**

PBSP aims to reduce poverty in the country by supporting community-based sustainable livelihood and enterprise development by providing start-up and MSMEs with credit as well as non-credit assistance like trainings, business advisory, and market development support. PBSP encourages the

value, practice and discipline of entrepreneurship among communities, and helps transform non-formal micro and small enterprise into formal enterprises. The foundation also targets to generate jobs and self-employment opportunities by disbursing financial assistance through the Small and Medium Enterprise Credit Program (SMEC) and Business Advisory Program (BAP).

The Sustainable Livelihood Development Program, formerly known as the Area Resource Management (ARM) is an enterprise development program that aims to alleviate poverty and increase productivity and income of communities in both rural and urban areas. This is now implemented in 256 communities in Metro Manila, Cebu, Olango, Western Samar, Bohol, Tawi-tawi, and disaster stricken provinces of Sorsogon, Camarines Sur, and Albay, Southern Leyte, Iloilo and Guimaras. At present, there are about 100 cities and municipalities that benefits from this program, more than 70,000 households reached, organized and trained, 20,000 households have increased their income and 38 multi-purpose centers were built.

## **2. Corporate Citizenship**

### **• Workplace Programs**

#### **◦ Employee Volunteer Program**

Volunteering is a great way to be part of PBSP's fight against poverty. Whether you are a new graduate, an experienced professional, or a corporate volunteer there are many opportunities available with the Foundation.

Companies are encouraged to consider Corporate Volunteering as a way to fulfill social responsibility, and engage staff in team work. It offers a rewarding experience that benefit both the organization and the individual volunteers.

Employee volunteerism involves activities recognized by the company where employees share or give their time, energy, and talent to serve internal and external communities

- **SCOPE**

The Strategic Corporate-Community Partnership for Local Development Program (SCOPE) is a business friendly approach to social, economic and environmental development. SCOPE supports Philippine-based companies to engage communities and marginalized groups in income generating activities that are related to companies' core businesses. Aligning social and environmental agenda with business goals maximizes the impact of initiatives while minimizing costs.

- **ZBO for Business**

The Zero Basura Olympics (ZBO) for Business is a recognition of innovative practices of Philippine registered companies on solid waste management. It is being implemented by Philippine Business for the Environment (PBE), Pollution Control Association of the Philippines, Inc. (PCAPI) and the Department of Environment and Natural Resources (DENR), to support the implementation of the Ecological Solid Waste Management Act 2000 (RA 9003).

### **3. Business Advisory Program**

- A unique business advisory service that aims to strengthen micro, small enterprises by providing access to technology and expertise to micro entrepreneurs through volunteer advisers.
- Has a roster of professionals who provide volunteer business advisory services in the following fields:
  - Marketing Management
  - Production Management
  - Organization and Management
  - Financial Management
  - Information and Communication Technology
  - Quality and Productivity Standards
- Eligible Industry Sectors
  - Small manufacturing particularly those engaged in gifts, toys production, houseware manufacturing, furniture and shoes
  - Agribusiness particularly those engaged in off-farm

- production
  - o Food processing enterprises
  - o ICT service providers including internet cafes and other
  - o knowledge-based services
  - o Tourism

#### **How to become a BAP Client**

- A. Apply for business advisory services by accomplishing the *Application for Assistance Form*.
- B. PBSP-BAP will assess and validate your application and conduct diagnosis of your business needs.

#### **4. Philippine Business in Development (BiD) Challenge**

- A business plan competition supporting innovative business ideas that reduce poverty.
- Participants are provided with coaches to help them write their complete business plans. Participants are also exposed to a network of interested investors at the BiD Network website and at an annual Marketplace event where investors and entrepreneurs meet face-to-face.
- Top business plans are awarded with prized money.

#### **How to join the Philippine BiD Challenge:**

- A. Apply online at <http://philippines.bidnetwork.org> and submit a 3-page business concept. The business concept should be:

Creation of new business or expansion;

- o With a total investment of Php 350,000 or more;
- o Profit generating in a span of 3 years; and,
- o Addresses a specific social concern.

- B. Those who pass the first screening shall submit a complete business plan. They are provided with coaches to help them craft their full-blown plans.



## **PHILIPPINE CHAMBER OF COMMERCE AND INDUSTRY (PCCI)**

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[www.philippinechamber.com](http://www.philippinechamber.com)

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The Philippine Chamber of Commerce and Industry (PCCI) is a non-stock, non-profit, and non-government organization of SMEs as well as local chambers and industry associations.

PCCI is the voice of Philippine business recognized by government and international institutions. As a proactive catalyst of development, PCCI promotes and supports the drive for globally competitive Philippine enterprises in partnership with government, local chambers, and other business organizations.

The main responsibility of PCCI is to provide focused advocacy for business growth and sustainable development by providing business services for the advancement of grassroots entrepreneurs, chamber development, international trade relations, business innovation and excellence, and operating efficiency. These will be achieved through a professional organization working in close cooperation with various stakeholders in public and private sectors.

PCCI adopts the following strategic thrusts:

- Steadfast support for the promotion and growth of micro, small and medium enterprises nationwide;
- Pioneer policy reform initiatives to improve the business climate and sustain socio-economic development;
- Spearhead national and international networking through business matching, trade missions, and information sharing; and,
- Support capability building for local chambers and industry associations.

## **Programs and Services:**

### **1. SME Development**

PCCI recognizes the critical role played by the micro, small and medium enterprise sector in the country's economic development. Their role is made more crucial given the global financial meltdown.

The PCCI SME Development Division actively participates in the formulation and implementation of policies and programs, both in the national and regional levels, to improve the capabilities and competitiveness of micro, small and medium enterprises in the global market. The Division places particular emphasis on five key areas:

- access to technology and information
- access to credit and financing
- access to markets
- human resource developments and
- access to market opportunities.

### **2. Intellectual Property**

Promoting understanding and appreciation of intellectual property rights (IPR) continues to be the main advocacy of the IP Committee. To carry out this advocacy, the Committee, in partnership with the Intellectual Property Office-Philippines (IPO-Phil) launched the Alfredo M. Yao (AMY) IP Awards, which recognizes Filipino-owned IPR owners of patents, utility models, industrial designs (and trademarks) that have contributed or have the potential to contribute to economic growth and development. The AMY IP Awards is organized annually since 2009.

With a Memorandum of Agreement (MOA) with IPO-Phil, the Committee continues to undertake information education campaign activities; intellectual property became among the topics presented and discussed in the Area Business Conferences this year.

The Committee staunchly supports the Philippines' accession to the Madrid Protocol, which offers trademark owners the

possibility of seeking protection for their trademarks in signatory countries.

### **3. Industry**

The Industry Sector seeks a long-term roadmap and is pushing for deliberate and sustained planning for an industry-led development and a tiger economy to happen.

Vice President for Industry, Mr. Philip Romualdez, heads the Philippine Business Groups-Joint Foreign Chambers (PBG-JFC) that regularly meets with the Cabinet Economic Cluster to discuss issues related to the progress of the industry sector.

The Sector spearheaded the crafting of a Transformation Development Program that articulated the steps and specific strategies that will help achieve the vision an industrialized tiger economy. The Program has been presented to the Cabinet Economic Cluster and adopted by the National Competitiveness Council (NCC) as springboard in undertaking development initiatives.

The Sector takes an active stand in the review of legislations and is actively engaged with the Technical Working Group for the Customs Modernization and Tariffs Act (CMTA) and the Anti-Smuggling Act.

The Sector works in close coordination with the PBG-JFC, Congress, the Cabinet Economic Cluster, the Department of Trade and Industry, the Bureau of Customs and other stakeholders

### **4. ICT, Transportation and Logistics**

To improve the country's attractiveness as an investment destination by enabling seamless connectivity and to lower the costs of communication and transportation are the main objectives of the ICT, Transportation and Logistics Sector.

The Sector's advocacy is focused specifically on integrating transportation, logistics and the development of ICT to improve the movement of goods, services and persons at the national and global levels. It is committed to keeping its members updated on issues and initiatives that impacts on the sector.

In partnership with JETRO, the Logistics Committee is introducing the Certified Logistics Masters Program (CPLM), a program designed to professionalize the logistics industry and help companies improve their logistics management system to enhance their efficiency and increase their productivity. Through the CPLM, the PCCI looks forward to producing world-class logistics practitioners and a competitive Philippine logistics industry.

The Transportation Committee continues to push for programs and policy reforms that will increase the efficiency of public transportation services in the country by actively. The Committee participates in the formulation and implementation of policies and programs that are aimed at improving air, sea, and land transportation.

## **5. Banking and Taxation**

The Banking and Taxation Sector takes the lead in monitoring and formulating the business sector's position on finance and taxation legislations and issuances.

Pursuing the objective of ensuring that finance and taxation regulations are as simple, transparent and as business-friendly as possible, the Sector monitors legislations and policy decisions that affect/relate to the sector and crafts position papers as needed. Regular tax seminars are also organized to update the business community on the latest revenue regulations.

The Sector works closely with the Department of Finance, the Bureau of Internal Revenue, and Congress and is represented in the National Competitiveness Council's (NCC) Working Group on Improved Budget Transparency.

## **6. Environment**

The PCCI Environment Committee plays a key role in promoting environmental responsibility and sustainable development in the Philippine business sector. It examines environmental policy issues and advocates for environmental protection in the context of sustainable development with the end in view of promoting business growth and bringing better quality life for all.

The Environment Committee leads in the promotion of environmental awareness in the Philippine Business Sector through the conduct of meetings, seminars and related activities. It implements projects and initiatives that would enhance the capability of enterprises to minimize their environmental impacts and at the same time realize some business gains.

#### **7. Agriculture and Food Security**

The Agriculture and Food Security advocacies of PCCI are anchored on increasing the productivity of the Filipino farmer, boosting agricultural exports, and ensuring food on every table. The Committee works closely with the Department of Agriculture and the Department of Trade and Industry to ensure that the private sector is represented in the consultations and has a voice in the decisions emanating from government.

#### **8. Energy and Water Sector**

The Energy and Water Sector maintains principal responsibility in contributing to policy decision-making/promotion of the following subsectors: energy resource exploration and development; power development; indigenous and alternative fuel, renewable energy resources, and water as utility

#### **9. Housing, Construction and Infrastructure**

The Housing, Construction and Infrastructure Sector aims to foster and develop a cohesive and responsive roadmap that will enhance the country's competitiveness and the economic viability of fundamental sectors by improving the country's transport infrastructure facilities. Strategies to attain this goal include enhancing the regulatory environment and for PPP projects to be implemented with greater transparency and accountability

The Sector continues to be in the frontline in the lobby for the passage of a bill creating the Department of Housing; in proposing policy measures (administrative and legislative) to improve the BOT Law, which provides the PPP framework for private sector participation in infrastructure projects and in proposing the development of a logistics corridors; and, participates in dialogues to identify projects for Public-Private Partnership.

## **10. ASEAN**

The Philippine Section of the ASEAN Business Advisory Council (Phil-BAC) has forged partnership with the Philippine Chamber of Commerce and Industry (PCCI) to jointly undertake initiatives to promote business opportunities in the ASEAN region, with a particular focus on small and medium enterprises (SMEs).

Through the ASEAN Trade and Investment Center (ATIC), Phil-BAC and PCCI are offering new alternatives for Filipino entrepreneurs to explore and expand their markets in ASEAN.

## **11. Tourism**

The PCCI Tourism Committee is embarking on several activities to support the PCCI INVEST Program and to open up opportunities for the members especially in the region.

## **12. Youth**

The PCCI Youth Affairs Work Program is responsible for promoting entrepreneurship among the Filipino youth and conducting community-based undertakings.

## **13. Corporate Social Responsibility (CSR)**

### **Who may avail of these services:**

1. Charter members – Founders of the 11 incorporators and other duly elected charter members satisfying membership obligations.
2. Regular members – Private enterprises doing business in the Philippines and are registered with the appropriate government agencies; must consist of at least five (5) employees.
3. Affiliate members – Business associates or sectoral organizations duly registered under the laws of the Philippines.
4. Associate members – Entities that do not meet the membership qualifications as regular members as stated in the PCCI By-Laws.
5. Local chamber members – Local chambers of commerce and industry registered under the laws of the country and are duly accredited with the chamber in accordance with its existing rules.
6. Government agencies
7. Other organizations

**PHILIPPINE EXPORTERS CONFEDERATION,  
INC. (PHILEXPORT)**

International Trade Center Complex  
Roxas Boulevard corner Sen. Gil J. Puyat Avenue, Pasay City  
Phone: (+63 2) 833.2531 to 34  
Fax: (+63 2) 831.3707  
Email: [communications@philexport.ph](mailto:communications@philexport.ph)  
[www.philexport.ph](http://www.philexport.ph)

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The Philippine Exporters Confederation, Inc. (PHILEXPORT) is the umbrella organization of Philippine exporters accredited under the Export Development Act of 1994.

It is a non-stock, non-profit private organization born out of the unification of the Philippine Exporters Foundation and the Confederation of Philippine Exporters last August 1992.

It is mandated to strengthen the country's export industry through its export promotion and development programs.

**Programs and Services:**

**1. Policy Advocacy**

As the unified voice of exporters, PHILEXPORT is actively engaged in policy discussions and deliberations on issues affecting the industry. Position papers and policy programs are developed and implemented based on inputs generated from its Trustees and members. It has an extensive network covering the academe, three branches of government, other trade-related government agencies, media and trade-related non-governmental organizations.

In responding to this mandate, PHILEXPORT likewise sits as an active participant in various policy committees, councils and chambers of commerce including the following:

- **Export Development Council (EDC)**  
The EDC is geared towards strengthening and institutionalizing the national export drive that will enable the country's products to compete in the international market. It was created by virtue of Republic Act 7844, otherwise known

as the Export Development Act of 1994. The Council oversees the implementation of the Philippine Export Development Plan (PEDP) as well as advocate for policy reforms that will facilitated and enhance Philippine exports.

- National Competitiveness Council (NCC)
- International Chamber of Commerce of the Philippines (ICCP)
- Philippine Chamber of Commerce and Industry (PCCI)
- Employers Confederation of the Philippines (ECOP) Philippines Inc.
- European Chamber of Commerce in the Philippines (ECCP)
- Committees of the Small and Medium Enterprise Development Council (SMEDC)
- National Agriculture and Fisheries Council (NAFC)
- National Consumers Affairs Council (NCAC)
- Philippine Article Numbering Council, Inc. (PANC)
- Philippine Foundation for Crime Prevention
- Science and Technology Coordinating Council (STCC)
- Export Trade Complaints Committee
- Women Business Council

## **2. Export Advisory and Facilitation**

PHILEXPORT provides the necessary services to members and clients, foreign buyers as well as PHILEXPORT network cooperating agencies both in government and private sectors.

- **Advisory, Facilitation and Referral Services**

Consultancy services cover such areas as export and import procedures and regulations, documentation requirements, sources of financing and facilities available, and fiscal incentives. In cases where the client requires a more specialized form of assistance, PHILEXPORT refers the client to the appropriate agency such as consultants, shipping companies, consolidators, banks, law firms, etc

- **Facilitation of Trade Complaints**

PHILEXPORT utilizes the network of contacts it has established, which consists of government and non-government groups to carry out this task. This service entails an analysis of the problem, recommendation of action that should be taken, and referral to other agencies or parties.



Where necessary, the Center monitors the action that has been taken and provides immediate feedback to the client.

- **Business Matching**

Through this service, PHILEXPORT provides members with information on prospective buyers and responses to inquiries of exporters for names and addresses of suppliers of raw materials and intermediate goods needed for production are also attended to.

- **APEC Business Travel Card**

The Asia Pacific Economic Cooperation (APEC) forum initiated the ABTC to promote and facilitate business and investments within the region. It will help reduce the time and cost to business travelers in meeting the visa and entry requirements to APEC member economies. Currently, it gives accredited businesspersons pre-cleared status to the following participating economies:

Australia	Papua New Guinea
Brunei Darussalam	Peoples Republic of China
Chile	Peru
Hong Kong SAR	Philippines
Indonesia	Singapore
Japan	Thailand
Republic of Korea	Taiwan
Malaysia	Vietnam
New Zealand	

Benefits:

- Pre-cleared entry to participating economies
- Multiple entry to participating economies
- Faster immigration processing on arrival
- Expedited visa interview scheduling at US Embassies and Consulates in APEC Economies
- For NAIA & Centennial airports, use of the special lane for airline crews and diplomats.

- **Travel Tax Exemption**

Based on Executive Order No. 589 "Exporters joining international trade fairs, exhibitions, selling mission, among others, are exempted from paying the travel tax.

Exporters from the regions can now avail of travel tax exemption through their local PHILEXPORT chapters. The application for exemption must be filed at the PHILEXPORT at least two days prior to the flight schedule.

Claims for travel tax exemption certificates can be made at the Philippine Tourism Authority regional offices in Cebu, Iloilo, Davao, Zamboanga, La Union, Laoag, Baguio, Clark Pampanga, Hilaga Pampanga and Cagayan de Oro.

- **Exporter-Subcontractor Match-Up Program**

In response to the government's call for support and involvement of the business community in alleviating poverty and promoting human resource development in the country, PHILEXPORT started its Kapit-bisig Laban sa Kahirapan (KALAHIL)- Exporter-Subcontractor Match-Up Program (ESMP). Now called the PHILEXPORT CSR-ESMP, the program largely intends to provide livelihood assistance to communities by making them subcontractor-partners of PHILEXPORT member-exporters. This effort also joins a worldwide campaign to address poverty issues which grip the majority of developing and third world countries.

PHILEXPORT has included this activity as one of its special services in order to enable its members to help provide solutions to the problems of poverty and human resource development.

**Exporter-Partner Benefits**

- Helps exporters deliver and fulfill orders on time
- Develops reliable subcontractors through cooperative efforts of the partner-agencies and organizations
- Increases export earnings and creates jobs, provide livelihood opportunities and alleviate poverty, hence enabling the company to exercise Corporate Social Responsibility (CSR)

**Exporter-Partner Roles**

- Provide the trainor/s in target communities/areas, aside from the trainers who may be provided by the Technical Education and Skills Development Authority (TESDA)

- o Identify a contact person/quality controller from the trainees and/or send a quality control representative as needed
- o Provide the raw materials for the products to be subcontracted
- o Issue Job Orders to the concerned subcontractors; and
- o Develop mutually accepted Terms of Agreement concerning the Job Orders

#### **Subcontractor-Partner Benefits**

- o Livelihood assistance to workers and their families
- o Training of workers to enhance their existing skills and/or acquire new skills
- o Assured market for products/services rendered
- o Opportunity to establish a good track good as reliable subcontractor/s
- o Income opportunity

#### **Subcontractor-Partner Roles**

- o Identify and organize the communities that will benefit from this livelihood program
- o Co-organize and host the launching of the livelihood training program
- o Co-organize and coordinate the implementation of the training program and provide the venue & if necessary, also food, tools & materials needed in the conduct of the training program
- o Prepare and submit a pre-formatted Accomplishment Report to PHILEXPORT
- o Identify coordinator and point person for the project for each barangay/area
- o Coordinate with the exporter-partner on Terms and Conditions of the Job Orders
- o Ensure pay-it-forward scheme by identifying three or more trainers who can conduct future trainings to CSR participating communities.

### **3. Information Collection and Dissemination**

PHILEXPORT partly responds to the information needs of its members through:

- **News at a Glance: Headlines Business Must Know**  
The Media Service is brought to you by the PHILEXPORT. Articles here may be reproduced without permission in accredited newspapers and magazines. The editors will appreciate receiving clipping of News at a Glance articles used.
- **PHILEXPORT News and Features – the PNF** is the major policy advocacy paper released every Friday to all newspapers nationwide. It carries PHILEXPORT positions on issues; news and feature stories on important events and activities; and even promotional pieces. Articles here may be reproduced without permission in accredited newspapers and magazines. The editors will appreciate receiving clipping of PHILEXPORT News and Features articles used.
- **Specialized Trade Reference Library – the Library** is equipped with a reading area and collections that include directories of exporters, product catalogues, manuals, trade statistics, trade-oriented audio-visual materials and in-house publications of PHILEXPORT.

#### **4. Project Development and Monitoring**

PHILEXPORT provides technical assistance at the enterprise and sectoral levels and modest funding for qualified export programs and projects. Below are specific activities:

- **Support to Regional and Provincial Chapters and Sectoral Associations**  
Member associations and regional and provincial PHILEXPORT chapters may tap designated support funds for the implementation of various projects such as:
  - trade fair participation
  - production of brochures and other promotional materials
  - the establishment of trade houses and showrooms
- **Specialized Training Programs, Seminars and Workshops**  
PHILEXPORT identifies the training needs of the export sectors and taps the appropriate groups with which it can

collaborate with in the conduct of the necessary programs. Some of the seminars offered are:

- o Marketing, product development, productivity enhancement, export financing and shipping;
- o Seminars on Import-Export Procedures through CCBW 1045;
- o Documentation Procedures at the One-Stop Export Documentation Center (OSEDG)

- **Technical Assistance Programs**

PHILEXPORT conducts technical assistance programs to enhance the competitiveness of the export industry. For instance, a technical assistance program to improve on the post-slaughtering, raw hide preservation and the finishing techniques of tanned leather had been proposed to expand the baseline tanning sector.

#### **4. Export Documentation**

- **Client Profile Registration System Application**

The Client Profile Registration System (CPRS) is a module of the Bureau of Customs (BOC) electronic to mobile (e2m) project that facilitates an automated process of registration and renewal of all BOC stakeholders including exporters by appropriate BOC accrediting offices.

The Philippine Exporters Confederation, Inc. (PHILEXPORT) is among the BOC accrediting offices as per Customs Memorandum Order (CMO) 39-2008.

Export transactions cannot be processed unless the client is duly registered with the CPRS.

For your reference, the BOC Circulars covering the CPRS are as listed:

- o BOC Memorandum Order (CMO) No. 39-2008 - "Initial Registration of Clients and Stakeholders with the Electronic-to-Mobile or e2m Customs System; Data Build-up Phase of the Client Profile Registration System or CPRS"

- o BOC Memorandum Order (CMO) No. 49-2010 - "Electronic Lodgement of Export Declaration (ED) through Accredited Value Added Service Providers (VASP) at the One Stop Export Documentation Center (OSEDCC)"
- o BOC Memorandum Order (CMO) No. 54-2010 - "Electronic Lodgement of Export Declaration (ED) through Accredited Value Added Service Providers (VASP)"
- o BOC Memorandum Order (CMO) No. 7-2012 - "Supplemental Guidelines in the Implementation of the Automated Export Documentation System (AEDDS) under E2M Customs"

- **One-Stop Export Documentation**

Under a Memorandum of Agreement (MOA) signed with the Export Development Council (EDC), PHILEXPORT and its chapters manage administratively the operations of the One-Stop Export Service Center (OSEDCC) in Manila, Cebu, Davao, Cagayan de Oro, Subic and Iloilo. The OSEDCCs house under one roof representatives of the different government agencies that handle the processing of Export Declaration/Authority to Load, Commodity Clearances/Certificates and Certificate of Origin.

These are:

- o Bureau of Animal Industry (BAI);
- o Bureau of Customs (BOC);
- o Bureau of Fisheries and Aquatic Resources (BFAR);
- o Bureau of Plant Industry (BPI);
- o National Statistics Office (NSO)

## **5. Export Assistance Network**

- **Bonded Warehousing Operations**

PHILEXPORT takes pride in helping exporters lower their cost of production; and an instance would be through the use of cost-efficient import service facilities such as a bonded warehouse.

The Common Customs Bonded Warehouse (CCBW 1045) facility enables PHILEXPORT members to import raw

materials for export production Tax and Duty Free. Compared to other importation schemes such as operating one's own Bonded Manufacturing Warehouse or availing of the duty-drawback or the re-export bond scheme, importing through our CCBW is the most practical and cost effective alternative.

Benefits of storing in CCBW 1045:

- Competitive service rates;
- Simple import requirements and procedures; and
- Documentation process and release of raw materials expedited through PHILEXPORT's computer-assisted operations and active support of representatives from vital government agencies. Response from the customs may take less than 30 minutes from the time of transmittal.

To avail of the services of CCBW 1045, an exporter must be a BOI-registered firm in good standing or must have an export performance of at least US\$100,000 over last three years. If the applicant does not meet these requirements, he may be given a temporary access to the CCBW 1045 for the urgent importations if they meet the requirements set by the Inter-Agency Accreditation Committee. The committee is composed of representatives from the Department of Trade and Industry (DTI), Bangko Sentral ng Pilipinas (BSP), Bureau of Customs (BOC), and PHILEXPORT who meet once a month to process the applications for accreditation to CCBW 1045.

### **Assistance in Liquidation**

Once the applications are processed, each account will be assigned to a PHILEXPORT Account Officer who will work closely with his/her counterpart in the Bureau of Customs to facilitate the liquidation of Import Entries.

**PHILIPPINE FOOD PROCESSORS AND EXPORTERS  
ORGANIZATION, INC. (PHILFOODEX)**

12<sup>th</sup> Floor, Tycoon Center Condominium

Unit 1209, Pearl Drive, Ortigas Center

Pasig City

Telefax: (+63 2) 949.4054

Email: [secretariat@philfoodex.org.ph](mailto:secretariat@philfoodex.org.ph)

[www.philfoodex.org.ph](http://www.philfoodex.org.ph)

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Founded in 1986, the Philippine Food Processors and Exporters Organization, Inc. (PHILFOODEX) is the leading food industry association in the Philippines. Its principal functions are:

- To foster unity, closer relationship, understanding and cooperation among its members to be able to harness their collective resources toward the development of the Philippine food domestic and/or export market;
- To encourage its members to process and/or export food in accordance with the standards acceptable to local and international market;
- To encourage an in-depth study of the industry problems among its members through conferences, open forums and panel discussions thereby making the organization an effective unified voice for the food export industry;
- To make representations with legislative and regulatory agency as well as with private entities on matters affecting food processing and/or export of processed food; and,
- To undertake research and collate pertinent data from Government and private entities for dissemination to its members for better understanding of matters affecting the (food) industry.



## **Programs and Services:**

### **1. Policy Research and Advocacy**

PHILFOODEX actively advocates export-oriented government policies and closely coordinates with both government and other private institutions towards this end.

### **2. Information Dissemination**

PHILFOODEX publishes a quarterly newsletter called “The Philippine FOODEXPRESS”. The newsletter incorporates market updates, the latest developments in food technology, policy issues affecting the industry, trade and business opportunities for food processor/exporters and other news affecting the industry. PHILFOODEX also publishes policy papers and boast of an extensive compilation of relevant information materials on the industry for research and reference purposes.

### **3. Trade Fairs and Promotion**

PHILFOODEX organizes the Philippine Food Expo (PFE) and actively participates in other local and international trade fairs, expositions and selling missions to promote Philippine Fresh and Processed food products.

### **4. Trainings and Seminars**

- Held when requested or as needed within the industry.
- PHILFOODEX conducts and provides training and seminars aimed at improving, enhancing productivity and marketing/promotion of its members with the aid of the latest market information and supported by reputable resource persons from both the science and business communities with the end purpose of producing and marketing food products that comply with international standards in quality and price using ecologically-safe technologies.
- Seminars may include Energy Usage, Food Safety, Insurance, Labor Relations

### **5. Market Matching**

Members are recognized to attend Business Meetings arranged by the Philippine Chamber of Commerce and Industry (PCCI), Philippine Exporters Confederation. Inc. (PHILEXPORT), and other government offices.

PHILFOODEX assists members in securing better quality and stable availability of raw materials and other supplies from local and/or international sources at competitive costs

**6. Lending Facility**

PHILFOODEX assists qualified members in securing loans, at liberal terms, for facility build-up, upgrading, expansion, other technological advancement project and working capital requirements thru accredited financial institutions.

**7. Technical Assistance**

PHILFOODEX assists its members in acquiring GMP, GACCP, HACCP and ISO 9002 & 14000 Accreditation.

**8. Bar-coding Services**

PHILFOODEX offers Bar Coding (EAN) services, made easier, accessible and at discounted rate to its members.

**9. Sugar Allocation**

PHILFOODEX assists its members in securing sugar allocation by special process and supply thru SRA at reasonable costs.

**10. Clustering**

PHILFOODEX is organizing clusters among its members according to industry and/or products category, the objective of which are: To identify the major concerns, formulate solutions, properly establish linkage with supply and value chain, with the end in view of establishing a stronger and competitive industry sector that can sustain in the domestic and global market.

**11. Legislative Services**

- Status of pending bills before the House of Representatives and Senate affecting the food industry.
- Schedule of Public Hearings before Congress and other regulatory agencies.

**12. General Business Services**

- Representation in other industry association
- Membership with PHILFOODEX also include membership with Philippine Exporters Confederation Inc. (PHILEXPORT)
- Information Services

**Who may avail of these services:**

Micro, small and medium enterprises who are members of PHILFOODEX.

**How to avail of these services:**

Visit, call, write or email PHILFOODEX

## **PHILIPPINE SMALL & MEDIUM BUSINESS DEVELOPMENT FOUNDATION, INC. (PHILSMED)**

#1 Sta. Escolastica St. corner Roxas Boulevard, Pasay City

Phone: (+63 2) 832.0996

Fax: (+63 2) 834.2993

Email: [philsmed@ph.inter.net](mailto:philsmed@ph.inter.net)

[philsmedfoundation@yahoo.com](mailto:philsmedfoundation@yahoo.com)

[www.philsmed.com.ph](http://www.philsmed.com.ph)

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The Philippine Small & Medium Business Development Foundation, Inc. (PHILSMED) is a non-stock, non-profit organization established in 1992 to help in the growth and business development of SMEs. The Foundation collaborates with foreign and local institutions to generate support for SMEs in the Philippines. It is a member of the World Association for Small and Medium Enterprises (WASME). The foundation became an award winning organization when it received the seal of excellence from the Association of Small and Medium Enterprises in Beijing, China in 2001.

Since its founding in 1992, PHILSMED has helped SMEs by:

1. Implementing a Philippine Industry Development Program covering selected areas in the Philippines where 12 priority products and services are assisted as they are marketed locally and internationally;
2. Expanding the use of PHILSMED's "Philippine SME Entrepreneurship Handbook" which was developed exclusively for SMEs;
3. Establishing of the Mindanao Product Showroom in Cagayan de Oro City, the first catalogue showroom in the Philippines, which is essentially a one-stop shop for both suppliers and buyers of products in Mindanao;
4. Conducting the yearly "Business Opportunities Forum" where world-class specialists and consultants from both overseas and the Philippines present new product and service trends; and,
5. Conducting a regular workshop series of "How-To-Do-Business" in various countries.

**Programs and Services:**

1. Taps institutions (local and foreign), government agencies and private companies to generate support and funds for the benefit of SMEs;
2. Classifies and identifies SMEs based on their needs and problems and create solutions through partnerships and project collaborations among SMEs and other organizations;
3. Serves as a channel/conduit of SMEs to meet and conduct business with large corporations and foreign governments through the Annual Business Opportunity forum, trade missions to foreign countries, trade fairs, e-commerce seminars, training, and workshops, etc.;
4. Provides assistance to SMEs primarily in the areas of marketing, advocacy, and education; and
5. Acts as consultant in trade and tourism management, marketing, product development, and design.

**Who may avail of these services:**

Small and medium enterprises, local government units, government agencies, and the academe

**How to avail of these services:**

Visit, call, or e-mail PHILSMED. You may also visit its Website at [www.philsmmed.com.ph](http://www.philsmmed.com.ph).

# **Directory of SME Support Organizations**



## BUSINESS ASSISTANCE CENTERS

### **BSMED Knowledge Management Center**

5/F, Trade and Industry Bldg.  
361 Sen. Gil J. Puyat Ave., Makati City  
Phone: (+632) 751.5096  
Fax: (+632) 896.7916  
Email: bsmed@dti.gov.ph

### ***National Capital Region (NCR)***

#### **Area I Office**

(Manila, Pasay, Parañaque,)  
12F Trafalgar Plaza, 105 H.V. Dela Costa  
St. Salcedo Village, Makati City  
Phone: (+632) 811.8367  
Fax: (+632) 811.8271  
Email: NCR@dti.gov.ph

#### **Area II Office**

(Las Piñas, Makati, Muntinlupa, Pasig City,  
Taguig City, Pateros)  
12F Trafalgar Plaza, 105 H.V. Dela Costa  
St. Salcedo Village, Makati City  
Phone: (+632) 551.2981  
Fax: (+632) 403.4112  
Email: dti-ncr2@info.com.ph

#### **Area III Office**

(Quezon City, Marikina, San Juan,  
Mandaluyong City)  
GF, Lux Center Bldg., EDSA  
Wack-Wack, Mandaluyong City  
Phone: (+632) 570.3716  
Telefax: (+632) 571.4751  
Email: dtincr3@info.com.ph

#### **Area IV Office**

(Caloocan City, Navotas City, Malabon,  
Valenzuela City)  
5/F, Araneta Square Mall  
Bonifacio Monumento Circle  
Rizal Ave. Ext. corner Samson Road  
Caloocan City  
Phone: (+632) 332.0829  
Fax: (+632) 332.0854  
Email: dtincrarea4@yahoo.com

### **Business One Stop Shop Action Center (BOSSAC)**

G/F, Industry and Investments Bldg.  
#385 Sen. Gil Puyat Ave., Makati City  
Phone: (+632) 897.2116  
Fax: (+632) 895.8322  
Email: bossac@boi.gov.ph

### ***Cordillera Administrative Region (CAR)***

#### **Abra SME Center**

G/F, NMC Bldg., McKinley St., Zone 7  
2800 Bangued, Abra  
Phone: (+6374) 752.7737  
Telefax: (+6374) 752.5616  
Email: CAR.Abra@dti.gov.ph

#### **Apayao SME Center**

National Government Center  
Provincial Capitol Cmpd., San Isidro Sur,  
3813 Luna, Apayao  
Phone: (+6374) 304.1129  
Telefax: (+6374) 619.2722  
Email: CAR.Apayao@dti.gov.ph

#### **Benguet SME Center**

3/F, Manondo Bldg.  
17 Private Road, Magsaysay Ave.  
2600 Baguio City  
Phone: (+6374) 304.1129 ♦ 442.3776  
Telefax: (+6374) 619.2722  
Email: CAR.Benguet@dti.gov.ph

#### **NERBAC – CAR**

Jesnor Bldg., 4 Cariño St. 2600 Baguio City  
Telefax: (+6374) 442.8634  
Fax: (+6374) 442.5688  
Email: CAR@dti.gov.ph

#### **Ifugao SME Center**

2/F, ABC Bldg.,  
Poblacion West, 3600 Lagawe, Ifugao  
Phone: (+6374) 382.2006  
Email: CAR.Ifugao@dti.gov.ph



**Kalinga SME Center**

2/F, Lua Annex Bldg. Poblacion  
3800 Tabuk City, Kalinga  
Phone: (+6374) 423.0748  
Email: CAR.Kalinga@dti.gov.ph

**Mountain Province SME Center**

2/F, Walter Clapp Centrum Loc-ong  
Poblacion, 2616 Bontoc, Mt. Province  
Telefax: (+6374) 602.1047  
Email: CAR.MountainProvince@dti.gov.ph

**Region I**  
**Ilocos Region**

**Ilocos Norte SME Center**

JOMEL Bldg., Siazon Rd. cor. D. Samonte  
St. Brgy. 14 Laoag City, Ilocos Norte  
Phone: (+6377) 772.2332  
Telefax: (+6377) 771.4268  
Email: R01.IlocosNorte@dti.gov.ph

**Ilocos Sur SME Center**

Judy Chiu Bldg., Mabini St., Brgy. 1  
Poblacion, Vigan City, Ilocos Sur  
Phone: (+6377) 722.2688  
(+6377) 632.0473  
Fax: (+6377) 722.8731  
Email: R01.IlocosSur@dti.gov.ph

**NERBAC – Ilocos Region**

4F Juanita Commercial Bldg., Quezon  
Ave., San Fernando City, La Union  
Phone: (+6372) 607.7297  
FAD: (+6372) 607.1556  
BDD: (+6372) 242.4864  
Fax: (+6372) 607.0679/607.1095  
Email: R01@dti.gov.ph

**La Union SME Center**

2/F, Shaina Tower, Quezon Ave.  
San Fernando City, La Union  
Phone: (+6372) 700.4142  
(+6372) 888.2455  
(+6372) 607.4459  
Fax: (+6372) 607.4460  
Email: R01.LaUnion@dti.gov.ph

**Pangasinan SME Center**

2/F, Star Bldg., Arellano St.  
Dagupan City, Pangasinan  
Phone: (+6375) 515.3183  
(+6375) 515.7730  
Fax: (+6375) 529.6177  
Email: R01.Pangasinan@dti.gov.ph

**Region II**  
**Cagayan Valley**

**Batanes SME Center**

G/F, Ricardo Aberilla Bldg.  
National Road, Basco, Batanes  
Mobile: (0999) 995.8270 / (0915) 775.0020  
Email: R02@dti.gov.ph  
R02.Batanes@dti.gov.ph

**Cagayan SME Center**

11 Dalan na Pappabalo, Regional Gov't.  
Center, Carig Sur, Tuguegarao City,  
Cagayan  
Telefax: (+6378) 396.9925  
Email: R02.Cagayan@dti.gov.ph

**NERBAC – Cagayan Valley Region**

11 Dalan na Pappabalo, Regional Gov't.  
Center, Carig Sur, Tuguegarao City,  
Cagayan  
Phone: (+6378) 396.0052  
Email: NERBACCagayanvalley@gmail.com

**Isabela SME Center**

3F Jowell's Bldg., Calamagui 2nd,  
Ilagan, Isabela  
Telefax: (+6378) 624.0687  
Cell Phone: (0920) 900.6120  
Email: R02.Isabela@dti.gov.ph

**Nueva Vizcaya SME Center**

GF Rosalina L. Lo Bldg, National Highway,  
Sta. Rosa, Bayombong, Nueva Vizcaya  
Telefax: (+6378) 362.0251  
Cell Phone: (0917) 533.1836  
(0999) 992.4578  
Email: R02.NuevaViscaya@dti.gov.ph

**Quirino SME Center**

DIP Bldg., San Marcos  
Cabarroguis, Quirino

Phone: (+6378) 692.5047  
Cell Phone: (0917) 856.4899  
Email: R02.Quirino@dti.gov.ph

**Region III**  
**Central Luzon**

**NERBAC – Central Luzon**

2F, Angeles Business Centre  
NEPO Mart Complex, Angeles City  
Phone: (+6345) 625.9290/625.9291  
(+6345) 625.9996/888.4900

Fax: (+6345) 625.9607  
Email: R03@dti.gov.ph

**Aurora SME Center**

Cordial Bldg., National Highway  
Brgy. Suklayin, Baler, Aurora  
Telefax: (+6342) 209.4213  
Cell Phone: (0917) 577.9845 / 578.9965  
Email: R03.Aurora@dti.gov.ph

**Bataan SME Center**

3F Crizelda Marie Bldg., Capitol Drive  
San Jose, Balanga City, 2100 Bataan  
Phone: (+6347) 791.4221  
Telefax: (+6347) 237.3005  
Cell Phone: (0917) 801.4889  
Email: R03.Bataan@dti.gov.ph

**Bulacan SME Center**

2F BFCCI Bldg., MacArthur Highway,  
Sumapang Matanda, Malolos City, Bulacan  
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Telefax: (+6344) 791.2283  
Cell Phone: (0932) 891.2782 - 84  
(0917) 883.3310  
Email: R03.Bulacan@dti.gov.ph

**Nueva Ecija SME Center**

2F CAL Bldg., 113 Gen. Tinio St., Brgy.  
Dimasalang, Cabanatuan City, Nueva Ecija  
Telefax: (+6344) 463.8296  
Email: R03.NuevaEcija@dti.gov.ph

**Olongapo SME Center**

2/F, Olongapo City Hall, Olongapo City  
Phone: (+6347) 224.5988  
Telefax: (+6347) 224.6545  
Email: dtizam@subicpel.com

**Pampanga SME Center**

2F ABN Plaza, MacArthur Highway,  
Sindalan, San Fernando City, Pampanga  
Phone: (+6345) 860.4625  
Telefax: (+6345) 455.1413  
Cell Phone: (0917) 881.1320  
Email: R03.Pampanga@dti.gov.ph

**Tarlac SME Center**

2/F, Anita Bldg., Zamora St.  
San Roque, Tarlac City  
Phone: (+6345) 982.4724  
Telefax: (+6345) 982.4724  
Cell Phone: (0917) 599.1023  
Email: R03.Tarlac@dti.gov.ph

**Zambales SME Center**

2F Palm Crest Bldg., 765 Rizal Ave.,  
West Tapinac, Olongapo City, 2200  
Zambales  
Phone: (+6347) 224.0624  
Fax: (+6347) 224.5988  
Cell Phone: (0977) 120.2175  
(0917) 500.6101  
(0920) 603.6440  
Email: R03.Zambales@dti.gov.ph

**Region IV-A**  
**CALABARZON**

**Batangas SME Center**

NACIDA Bldg., Old City Hall Compound,  
B. Morada Ave., Lipa City, Batangas  
Phone: (+6343) 756.2330  
Telefax: (+6343) 756.1336  
Email: R04A.Batangas@dti.gov.ph

**Cavite SME Center**

2F Government Center Bldg., Capitol  
Compound, Trece Martires City, Cavite  
Phone: (+6346) 514.0461  
Telefax: (+6346) 419.1028  
Cell Phone: (0928) 502.2078  
Email: R04A.Cavite@dti.gov.ph

**Laguna SME Center**

Varimco Bldg., Brgy. Banca-Banca,  
Victoria, Laguna  
Phone: (+6349) 559.0520  
Telefax: (+6349) 559.0254  
Cell Phone: (0917) 830.9118  
Email: R04A.Laguna@dti.gov.ph

**NERBAC – CALABARZON**

3F Marcelita Bldg., Brgy. Real  
Calamba City, Laguna  
Phone: (+6349) 545.6169  
FAD: (+6349) 545.7571 / 545.77448  
Fax: (+6349) 545.7573  
NERBAC-CALABARZON: (+6349) 834.2715  
Email: R04A@dti.gov.ph

**Quezon-Lucena Chamber of Commerce  
and Industry Business Center**

2/F, Dinglasan Bldg.  
Quezon Avenue, Lucena City  
Phone: (+6342) 660.1779  
Email: R04A.Quezon@dti.gov.ph

**Rizal SME Center**

2F Altica Arcade, 83 Circumferential Road  
Brgy. San Jose, Antipolo City, Rizal  
Phone: (+632) 470.8824  
Cell Phone: (0918) 915.7946  
Email: R04A.Rizal@dti.gov.ph

**Rodriguez One Stop Public Center**

Local Government of Rodriguez  
Phone: (+632) 941.3897 ♦ 941.1338

**Region IV-B  
MIMAROPA****Marinduque SME Center**

GF Monta Bldg., R. Magsaysay St.,  
Brgy. Isok I, Boac, Marinduque  
Phone: (+6342) 311.1039  
Fax: (+6342) 332.1750  
Cell Phone: (0929) 299.7861  
Email: R04B.Marinduque@dti.gov.ph

**NERBAC – MIMAROPA**

2/F, FILCON Bldg.  
Corner Leuterio and Ramirez Sts.  
San Vicente, Calapan City  
Oriental Mindoro  
Phone: (+632) 890.1712 ♦ 890.5333  
Telefax: (+6343) 288.1869  
Fax: (+632) 899.0900  
Email: nerbac4b@gmail.com

**Occidental Mindoro SME Center**

Municipal Compound  
San Jose, Occidental Mindoro  
Phone: (+6343) 491.2131  
Telefax: (+6343) 491.2210  
Cell Phone: (0918) 963.3533  
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**Oriental Mindoro SME Center**

Provincial Capitol Complex, Brgy. Camilmil  
Calapan City, Oriental Mindoro  
Phone: (+6343) 286.7093  
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**Palawan SME Center**

4F ERC Plaza Commercial Bldg.,  
National Highway, Brgy. San Pedro,  
Puerto Princesa City, Palawan  
Phone: (+6348) 434.1092  
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Email: R04B.Palawan@dti.gov.ph

**Romblon SME Center**

GF LFH Suite, Promenade, J.P. Rizal St.,  
Cocoville, Dapawan, Odiongan, 5505

Romblon

Cell Phone: (0917) 724.7577

Email: R04B.Romblon@dti.gov.ph

**Region V**  
**Bicol Region**

**Albay SME Center**

2/F, DBP Bldg.

Quezon Ave., Legaspi City, Albay

Phone: (+6352) 820.6830

Telefax: (+6352) 480.6834

Cell Phone: (0917) 558.3071

Email: R05.Albay@dti.gov.ph

**NERBAC – Bicol Region**

3/F, Capitol Annex Bldg.

Old Albay District, Legaspi City

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Telefax: (+6352) 480.5749

FAD: (+6352) 480.8514

Telefax: (+6352) 480.5717

Email: R05@dti.gov.ph/RO@dti05.org

**Camarines Norte SME Center**

Merchant's Ave., Central Plaza Complex

Lag-on, Daet, Camarines Norte

Telefax: (+6354) 440.13389

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**Camarines Sur SME Center**

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Naga City, Camarines Sur

Fax: (+6354) 473.8109

Cell Phone: (0917) 308.0719

Email: R05.CamarinesSur@dti.gov.ph

**Catanduanes SME Center**

Catanduanes State Colleges Compound

Calatagan, Virac, Catanduanes

Cell Phones: (0917) 5017.332

(0999) 8840.152

(0927) 580.2766

Email: R05.Catanduanes@dti.gov.ph

**Masbate SME Center**

DTI Bldg., Capitol Drive, Masbate City

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Telefax: (+6356) 333.5734

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**Sorsogon SME Center**

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Corner Vera & Quezon Sts., Sorsogon City

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Fax: (+6356) 421.5399

Email: R05.Sorsogon@dti.gov.ph

**Region VI**  
**Western Visayas**

**Aklan SME Center**

JSM Bldg.

Veterans Ave., Kalibo, Aklan

Phone: (+6336) 268.3405 ♦ 500.7605

Fax: (+6336) 268.5280

Email: R06.Aklan@dti.gov.ph

**Antique SME Center**

D123C Bldg., cor. Solana & T. Fornier Sts.

San Jose, Antique

Phone: (+6336) 396.9085

Telefax: (+6336) 540.8726

Email: R06.Antique@dti.gov.ph

**Capiz SME Center**

2/F, Bermejo Bldg.

McKinley St., Roxas City, Capiz

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Telefax: (+6336) 621.2637

Email: R06.Capiz@dti.gov.ph

**Guimaras SME Center**

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Guimaras

Phone: (+6333) 396.9083

Telefax: (+6333) 581.2119

Email: R06.Guimaras@dti.gov.ph

**Iloilo SME Center &  
NERBAC – Western Visayas**

GF DTI Building J.M. Basa-Peralta Sts.,  
Iloilo City  
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Telefax: (+6333) 337.0392  
Email: R06.Iloilo@dti.gov.ph

**Negros Occidental SME Center**

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San Juan cor. Luzuriaga Sts.  
Bacolod City, Negros Occidental  
Phone: (+6334) 396.9084  
Telefax: (+6334) 433.0250 / 704.2203  
Email: R06.NegrosOccidental@dti.gov.ph

**Region VII  
Central Visayas**

**Bohol SME Center**

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Bohol  
Phone: (+6338) 411.3302 / 501.8260  
Fax: (+6338) 411.3533  
Email: R07.Bohol@dti.gov.ph

**Cebu SME Center**

DTI Bldg., Osmena Blvd. cor. Lapu-lapu St.  
Cebu City  
Phone: (+6332) 255.3926  
Telefax: (+6332) 255.6971  
Email: R07.Cebu@dti.gov.ph

**NERBAC – Cebu City**

3F Rm. 311 WDC Bldg., Osmeña Blvd.  
Cebu City  
Phone: (+6332) 255.0036-37 / 412.1989  
Fax: (+6332) 253.7465  
Email: R07@dti.gov.ph

**Negros Oriental SME Center**

2F Uymatiao Bldg., San Jose St.  
Dumaguete City, Negros Oriental  
Phone: (+6335) 225.7210-11 / 422.5509  
Telefax: (+6335) 422.1764  
Email: R07.NegrosOriental@dti.gov.ph

**Siquijor**

CF Bldg., Legaspi St., Poblacion  
Siquijor, Siquijor  
Phone: (+6335) 480.9065  
Fax: (+6335) 344.2238  
Email: R07.Siquijor@dti.gov.ph

**Region VIII  
Eastern Visayas**

**Biliran SME Center**

2/F, R. Kho Bldg.  
Cor. Caneja & Castin Sts., Naval, Biliran  
Phone: (+6353) 500.9677  
Telefax: (+6353) 500.9390  
Email: R08.Biliran@dti.gov.ph

**Eastern Samar SME Center**

GF Wheelers Bldg., Baybay 5, Songco  
Borongan City, Eastern Samar  
Phone: (+6355) 560.9746  
Fax: (+6355) 261.3124  
Email: R08.EasternSamar@dti.gov.ph

**Leyte SME Center**

2F Himalayan Bldg., Brgy 78, Marasbaras,  
Tacloban City, Leyte  
Phone: (+6353) 832.4167  
Cell Phone: (0920) 946.8246  
Email: R08.Leyte@dti.gov.ph

**NERBAC – Leyte**

2F Leyte Academic Center,  
Gov't. Center, Pawing, Palo, Leyte  
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Telefax: (+6353) 323.5611  
Email: R08@dti.gov.ph

**Northern Samar SME Center**

Luisa Angley Bldg., Rizal St.,  
6400 Catarman, Northern Samar  
Phone: (+6353) 500.9298  
Email: R08.NorthernSamar@dti.gov.ph

**Samar SME Center**

2/F, Moratal Bldg.  
Cor. Mabini Ave. & San Francisco St.  
Catbalogan, Samar 6700  
Phone: (+6355) 251.6417  
Telefax: (+6355) 251.2196  
Email: R08.Samar@dti.gov.ph

**Southern Leyte SME Center**

2F SJC Bldg., cor. T. Oppus and E.  
Cabrera Sts.  
Tunga-tunga, Maasin, Southern Leyte  
Phone: (+6353) 570.8595/8596  
Fax: (+6353) 381.4099  
Email: R08.Southern.Leyte@dti.gov.ph

**Region IX**  
**Zamboanga Peninsula**

**Isabela City SME Center**

City Hall Bldg.  
Sunrise, Isabela City, Basilan  
Phone: (+6362) 200.7995  
Fax: (+6362) 200.7822  
Email: R09.IsabelaCity@dti.gov.ph

**NERBAC – Zamboanga**

4F VHW Bldg., Veterans Ave.,  
Zamboanga City  
Phone: (+6362) 955.3237 / 991.3238  
Fax: (+6362) 991.3232  
Email: R09@dti.gov.ph

**Zamboanga City SME Center**

2/F, Vicente Wee Bldg.,  
Veterans Ave., Zamboanga City  
Phone: (+6362) 991.2704/05  
Fax: (+6362) 993.0594  
Email: R09.ZamboangaCity@dti.gov.ph

**Zamboanga Del Norte SME Center**

G/F, Felicidad I Bldg.  
Quezon Ave., Miputak, Dipolog City  
Zamboanga del Norte  
Phone: (+6365) 212.2331 / 212.2944  
Fax: (+6365) 212.5862  
Email: R09.ZamboangaDelNorte@dti.gov.ph

**Zamboanga Del Sur SME Center**

NACIDA Bldg.  
Capitol Complex, Pagadian City  
Phone: (+6362) 214.2516 / 3326  
Fax: (+6362) 850.7001  
Email: R09.ZamboangaDelSur@dti.gov.ph

**Zamboanga Sibugay SME Center**

2F Montebello Bldg., National Highway,  
Poblacion, Ipil, Zamboanga Sibugay  
Telefax: (+6362) 955.4054  
Email: R09.ZamboangaSibugay@dti.gov.ph

**Region X**  
**Northern Mindanao**

**Bukidnon SME Center**

Manuel Bldg.  
San Isidro St., 8700 Malaybalay City  
Hotline: (0927)338.1291  
Cell Phone: (0920) 545.1057  
Email: R10.Bukidnon@dti.gov.ph

**Camiguin SME Center**

DBP Bldg.  
Gen. B. Aranas St. cor. J.P. Rizal St.  
9100 Mambajao, Camiguin  
Hotline: (0906) 228.3906  
Cell Phone: (0908) 892.4773  
Email: R10.Camiguin@dti.gov.ph

**Lanao del Norte SME Center**

0171 P.M. Durias Bldg.  
Quezon Ave. Ext. Pala-o, 9200 Iligan City  
Phone: (+6363) 221.5534/5532  
(+6363) 492.0025  
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Email: R10.LanaoDelNorte@dti.gov.ph

**Misamis Occidental SME Center**

2/F Dajao Bldg., Cor. Rizal-Pastrano Sts.  
Poblacion I, 7207 Oroquieta City  
Hotline: (0917) 724.3388  
Cell Phone: (0920) 902.5969  
Email: R10.MisamisOccidental@dti.gov.ph

**Misamis Oriental SME Center**

3F 52<sup>nd</sup> Business Center Bldg., Gaerlan St., 9000 Cagayan de Oro City, Misamis Oriental  
Phone: (+638822) 712..473  
Telefax: (+638822) 722.291 / 857.4034  
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**NERBAC – Northern Mindanao**

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FAD:(+638822) 722.276/729.291/728.819  
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**Region XI**  
**Southern Mindanao**

**Compostela Valley SME Center**

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Email: R11.CompostelaValley@dti.gov.ph

**Davao City SME Center**

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Phone: (+6382) 224.0511  
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Email : R11.DavaoCity@dti.gov.ph

**NERBAC– Davao**

3F, Mintrade Bldg.  
Monteverde Ave. cor. Sales St. Davao City  
Phone: (+6382) 224.0511 loc. 416/417  
(+6382) 222.1625  
Telefax: (+6382) 221.4952  
Email: R11@dti.gov.ph

**Davao del Norte SME Center**

Government Center, Mankilam St. Tagum City, Davao del Norte  
Phone: (+6384) 216.2390  
Fax: (+6384) 216.3505  
Email: R11.DavaodelNorte@dti.gov.ph

**Davao del Sur SME Center**

2/F, Medic Pharma Bldg.  
Cor. Doña Aurora & Corregidor Sts. Digos City, Davao del Sur  
Phone: (+6382) 272.0534  
Telefax: (+6382) 553.2507  
Email: R11DavaodelSur@dti.gov.ph

**Davao Oriental SME Center**

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Rizal St., Mati, Davao Oriental  
Phone: (+6387) 388.3735  
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Email: R11.DavaoOriental@dti.gov.ph

**Region XII**  
**SOCCKSARGEN**

**Cotabato City SME Center**

5/F, CYM Bldg.  
Don Rufino Alonzo St., Cotabato City  
Phone: (+6364) 421.9952  
Fax: (+6364) 421.3351  
Email: R12.CotabatoCity@dti.gov.ph

**General Santos City SME Center**

Mezzanine Flr., R.A. Bldg. South Osmeña St., 9500 General Santos City  
Phone: (+6383) 552.8385  
Fax: (+6383) 553.1033  
Email: R12.GeneralSantos@dti.gov.ph

**NERBAC – General Santos**

3-4F De Luz Bldg.  
Gensan Drive cor. Aquino St.  
9506 Koronadal City, South Cotabato  
Phone: (+6383) 228.7622 (Technical)  
(+6383) 228.8556 (AFMD)  
(+6383) 228.9837 (ORD)  
Fax: (+6383) 520.0613  
Email: R12@dti.gov.ph

**North Cotabato SME Center**

Singao Road, Apo Sandawa Homes Phase III, Kidapawan City  
Phone: (+6364) 288.1531

Telefax: (+6364) 288.1527  
Email: dti12\_cp@pltdsl.net

**Sarangani SME Center**

2/F, National Agency Bldg.  
Capitol Compound, Alabel  
Sarangani Province  
Phone: (+6383) 508.2277  
Fax: (+6383) 508.2014  
Email: dti12\_sp@pltdsl.net

**Sultan Kudarat SME Center**

2/F, Quality Appliance Bldg.  
Alunan Highway, Tacurong City  
Sultan Kudarat  
Phone: (+6364) 477.0059  
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Email: R12.SultanKudarat@dti.gov.ph

**South Cotabato SME Center**

2/F, del Rosario Bldg.  
Cor. Zulueta St. & Gensan Drive Koronadal  
City, South Cotabato  
Telefax: (+6383) 228.2659  
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***CARAGA Region***

**Agusan del Norte SME Center**

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Butuan City  
Phone: (+6385) 341.5221  
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dti\_adn@yahoo.com

**Agusan del Sur SME Center**

DTI Provincial Office  
Faustino A. Asis Bldg.  
Gov. D.O. Plaza Gov't Center  
Prosperidad, Agusan del Sur  
Telefax: (+6385) 343.7100  
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**NERBAC – CARAGA**

West Wing, 3F D&V Plaza Bldg.,  
J.C. Aquino Ave., 8600 Butuan City,  
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**Surigao del Norte SME Center**

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8440 Surigao City, Surigao del Norte  
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**Surigao del Sur SME Center**

2F JTP Bldg., Donasco St., Tandag City  
Surigao del Sur  
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## CHAMBERS OF COMMERCE

### **American Chamber of Commerce of the Philippines, Inc. (AmCham)**

2/F, Corinthian Plaza  
CPO Box 2562, Paseo de Roxas  
Makati City  
Phone: (+632) 818.7911 to 13  
Fax: (+632) 811.3081  
Email: amcham@amchamphilippines.com  
Website: www.amchamphilippines.com

### **Australian-New Zealand Chamber of Commerce (Philippines) Inc. (ANZCHAM)**

Unit C, 3/F Glass Tower  
115 C. Palanca St., Legaspi Village  
Makati City, Philippines 1229  
Phone: (+632) 954.1254  
Fax: (+632) 954.1566  
Email: communications@anzcham.com  
Website: www.anzcham.com

### **Australian Trade Commission**

Level 23, Tower 2, RCBC Plaza  
6819 Ayala Avenue, Makati City  
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Fax: (+632) 902 5504  
Email: opportunities@ustrade.com.ph  
Website: www.austrade.gov.au

### **British Chamber of Commerce of the Philippines**

c/o The British Embassy Manila  
120 Upper McKinley Road  
McKinley Hill, Taguig City  
Phone: (+632) 858.2255/2372/2373  
Fax: (+632) 858.2390  
Email: info@britchamphil.org  
Website: www.britchamphil.org

### **Canadian Chamber of Commerce of the Philippines**

Unit 1406, Antel Corporate Centre  
121 Valero St., Salcedo Village  
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Email: info@cancham.com.ph  
Website: www.cancham.com.ph

### **European Chamber of Commerce of the Philippines (ECCP)**

19/F, Axa Life Center  
Sen. Gil Puyat Ave., cor. Tindalo St.  
Makati City  
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### **Federation of Filipino-Chinese Chamber of Commerce & Industry, Inc.**

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### **Federation of Indian Chamber of Commerce (Phils) Inc.**

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### **Japanese Chamber of Commerce and Industry of the Philippines, Inc.**

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**Korean Chamber of Commerce of the  
Philippines, Inc. (KCCPI)**

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**Le Club-French Chamber of Commerce  
in the Philippines**

Unit B, 7/F, YL Holdings Bldg.  
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Phone: (+632) 813.9005  
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Email: [info@leclub-fcc.org](mailto:info@leclub-fcc.org)  
Website: [www.leclub-fcc.org](http://www.leclub-fcc.org)

**Philippine Chamber of Commerce and  
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PCCI Secretariat Office  
3/F, Commercial and Industry Plaza  
1030 Campus Ave., corner Park Avenue  
McKinley Town Center  
Fort Bonifacio, Taguig City  
Phone: (+632) 846.8196 ♦ 896.4798  
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## DTI REGIONAL AND PROVINCIAL OFFICES

### *National Capital Region (NCR)*

#### **Regional Office**

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#### **Area I Office** (Manila, Pasay, Parañaque)

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#### **Area II Office**

(Las Piñas, Makati, Muntinlupa, Pasig City, Taguig City, Pateros)  
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#### **Area III Office**

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#### **Area IV Office**

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### *Cordillera Administrative Region (CAR)*

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Makati City  
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Email: info@dbp.ph  
Website: www.dbp.ph

### Land Bank of the Philippines (LBP)

Land Bank Plaza  
1598 M.H. Del Pilar cor Dr. J. Quintos Sts.  
Malate, Manila  
Phone: (+632) 522.0000 ♦ 450.7001  
551.2200 loc. 2655  
Fax: (+632) 528.8580  
Email: landbank@mail.landbank.com  
Website: www.landbank.com

### National Livelihood Development Corporation (NLDC)

7/F, One Corporate Plaza  
845 A. Arnaiz Avenue, Makati City  
Phone: (+632) 817.2657  
Fax: (+632) 817.2659  
Website: www.nlde.gov.ph

### People's Credit and Finance Corporation

2/F, Accelerando Building  
395 Sen. Gil J. Puyat Avenue, Makati City  
Phone: (+632) 897.8521 to 23  
897.3370  
Fax: (+632) 897.8528  
Email: info@pcfc.ph  
Website: www.pcfc.ph

### Philippine Export-Import Credit Agency (PHILEXIM)

17/F, Citibank Tower  
Valero cor Villar Sts., Makati City  
Phone: (+632) 885.4700  
Fax: (+632) 893.4474 ♦ 893.4510  
Website: www.philexim.gov.ph

### Quedancor and Rural Credit Guarantee Corporation (QUEDANCOR)

Quedancor Center  
34 Panay Avenue, Quezon City  
Phone: (+632) 373.9711  
Telefax: (+632) 373.9452 ♦ 373.9453  
Email: pio\_quedancor@yahoo.com  
Website: www.quedancor.gov.ph

### Small Business Guarantee and Finance Corporation (SB Corporation)

17/F & 18/F, Antel Corporate Center  
139 Valero St., Salcedo Village  
Makati City  
Phone: (+632) 751.1888  
Telefax: (+632) 813.5720  
Email: ldavid@sbgfc.org.ph  
Website: www.sbgfc.org.ph

### Social Security System (SSS)

SSS Building  
East Avenue, Diliman, Quezon City  
Phone: (+632) 920.6446 to 55  
Fax: (+632) 926.1644  
Email: webmaster@sss.gov.ph  
member\_relations@sss.gov.ph  
Website: www.sss.gov.ph

## TRADE ASSOCIATIONS

### *Agricultural Products*

#### **Association of Coconut Brokers, Inc. (ACBI)**

10/F, Rufino Bldg.  
6784 Ayala Ave., cor. Herrera St.  
Makati City  
Phone: (+632) 817.3241  
Fax: (+632) 810.3927  
Email: racomm@racophil.com

#### **Association of Philippine Coconut Desiccators (APCD)**

4/F, JMT Corporate Condominium  
Ortigas Center, Pasig City  
Phone: (+632) 633.1674 ♦ 633.6391/5978  
Fax: (+632) 633.1675 ♦ 633.9883 to 84  
Email: jose.t.quimson@peterpaul.com.ph

#### **Cassava Planters & Millers Association of the Philippines**

Unit 2905, 9/F, Raffles Corporate Center  
Emerald Ave., Ortigas Center, Pasig City  
Phone: (+632) 910.5063/54  
Fax: (+632) 910.5062

#### **Central Luzon Egg Producers Association**

San Pablo, Magalang, Pampanga  
Phone: (+6345) 866.0082  
Fax: (+6345) 343.435

#### **Chamber of Flour Millers**

c/o San Miguel Mills, Inc., 27/F, JMT Bldg.  
ADB Avenue, Ortigas Center, Pasig City  
Phone: (+632) 633.8690  
Fax: (+632) 634.0194

#### **Chamber of Philippine Coconut Oil Millers (CHAPCOM)**

c/o JNJ Oil Industries, Inc.  
Brgy. Isabang, Lucena City, Quezon  
Phone: (+6342) 710.4133 ♦ 7102949  
Fax: (+6342) 710.0543 ♦ 815.4049

#### **Cocoa Foundation of the Philippines, Inc.**

1977 Commonwealth Ave., Quezon City  
Phone: (+632) 952.6397

#### **Coconut Oil Refiners Association**

c/o AFTA Corporation  
102 Agana Circle St.  
BF Homes, Parañaque City  
Phone: (+632) 825.4480  
Telefax: (+632) 825.5105

#### **Federation of Cattle Raiser Association of the Philippines (FCRAP)**

#39 Canada St., Betterliving Subd.  
Sucat, Parañaque  
Phone: (+632) 832.9648  
Fax: (+632) 822.7577 to 78  
Email: carmel@mindgate.com.ph

#### **Federation of Cutflowers and Ornamental Plant Growers of the Philippines, Inc.**

c/o King Louis Flowers & Plants  
2/F, King Louis Bldg.  
Manila Seedling Bank Foundation  
Quezon Ave., cor. EDSA Quezon City  
Phone: (+632) 929.4114  
Telefax: (+632) 929.4110  
Email: kinglouis@manila.com

#### **National Federation of Egg Producers of the Philippines (NFEPP)**

#1139 F. Halili Ave.  
Turo, Bocaue, Bulacan  
Telefax: (+6344) 278.6242  
Email: phileggboard@yahoo.com

#### **Philippine Association of Broilers Integrators**

18/F, JMT Bldg.  
ADB Avenue, Ortigas Center, Pasig City  
Phone: (+632) 702.5909  
Telefax: (+632) 637.3506

**Philippine Association of Feed Millers, Inc. (PAFMI)**

27/F, 2703 D. East Tektite Tower  
PSEC Exchange Road, Ortigas Center  
Pasig City  
Phone: (+632) 687.2472 ♦ 687.5269  
Fax: (+632) 687.2429  
Email: elypafmi@yahoo.com

**Philippine Association of Flour Millers, Inc. (PAFMIL)**

Rm. 311, 3/F Atrium Bldg., Makati City  
Phone: (+632) 811.4387/4366  
Fax: (+632) 810.9462 ♦ 811.4033  
Email: pafmi@info.com.ph

**Philippine Association of Hog Raisers, Inc. (PAHRI)**

122 Cordillera cor. Samat St.  
Sta. Mesa Heights, Quezon City  
Telefax: (+632) 741.9532

**Philippine Coco Coir Exporters Association (PHILCOIR)**

c/o Pontmain Resources  
Unit 2303 Orient Square Bldg.  
Emerald Avenue, Ortigas Center  
Pasig City  
Telefax: (+632) 687.7657  
Email: pontmain@info.com.ph

**Philippine Fruit Association**

Institute of Plant Breeding  
University of the Philippines  
Los Baños, Laguna  
Phone: (+6349) 536.2512 local 242  
Fax: (+6349) 536.3438

**Philippine Mango Exporters Foundation, Inc.**

c/o Hi-Las Marketing Corporation  
KKK Processing Plant Building  
CRB Road, FTI Complex  
Taguig, Metro Manila  
Phone: (+632) 838.4941 to 42  
Fax: (+632) 838.4940  
Email: info@hilasmc.com

**Philippine Sugar Millers Association**

Rm. 1402, Security Bank Centre  
6776 Ayala Ave., Makati City  
Phone: (+632) 891.1138/1202  
Fax: (+632) 891.1144  
Email: psma@psma.com.ph

**Pilipino Banana Growers and Exporters Association (PBGEA)**

183 Rizal Street, Davao City  
Phone: (+6382) 277.7771 ♦ 227.9113  
Fax: (+6382) 221.2024  
Email: pbgea.beif@yahoo.com

**Pork Producers Federation of the Philippines, Inc.**

2/F, Reliance House, 205 EDSA cor.  
Rochester St., Greenhills, Mandaluyong  
Telefax: (+632) 726.3644 ♦ 744.3500  
Email: hogfederation@gmail.com  
hogfederation@globelines.com.ph

**United Broilers Raisers Association (UBRA)**

539 Gen. Luna St.  
Malanday, San Mateo, Rizal  
Telefax: (+632) 654.5523  
Email: deltamam.mildred@gmail.com

**United Coconut Associations of the Philippines, Inc. (UCAP)**

2/F, PCRDF Building  
Pearl Drive cor. Lourdes St.  
Ortigas Complex, Pasig City  
Phone: (+632) 633.8029/9286 to 87  
Fax: (+632) 633.8030  
Email: ucap@ucap.org.ph

**Automotive Parts and Accessories**

**Association of Consolidated Automotive Parts Producers, Inc. (ACAPP)**

G/F, Guieb Bldg.  
961 Pres. Quirino Ave., Malate, Manila  
Phone: (+632) 522.0533 to 34  
Fax: (+632) 536.8138  
Email: ayulo@hellaphil.com

**Chamber of Automotive Manufacturers of the Philippines (CAMPI)**

Suite 1206, 12/F, Jollibee Center  
San Miguel Ave., Ortigas Center  
Pasig City  
Phone: (+632) 632.9733 to 35  
Fax: (+632) 633.9941  
Email: campi@globelines.com.ph

**Motor Vehicles Parts Manufacturers Association of the Philippines (MVPMPAP)**

3/F, 1043 Zobel Roxas cor. Bautista Sts.  
Singalong, Manila  
Phone: (+632) 523.4692  
Fax: (+632) 521.1621 loc. 136  
Email: mvpmpap2004@yahoo.com

**Motorcycle Development Program Participants Association (MDPPA)**

Unit 904, One San Miguel Condominium  
#1 San Miguel Ave., Ortigas Center  
Pasig City  
Phone: (+632) 470.6178  
Fax: (+632) 470.6186  
Email: secretariat@mdppa-inc.org

**Philippine Association of Battery Manufacturers, Inc. (PABMA)**

#80-82 Rocas Ave., Quezon City  
Phone: (+632) 373.1234 ♦ 374.1670  
Fax: (+632) 374.1671 to 72

**Philippine Automotive Federation Inc. (PAFI)**

Suite 1206, 12/F, Jollibee Center  
San Miguel Ave., Pasig City  
Telefax: (+632) 633.9941  
Email: campi@pacific.net.ph

**Tire Manufacturers Association of the Philippines (TMAP)**

c/o Goodyear Philippines, Inc.  
Alabang-Zapote Road, Almanza  
Las Piñas City  
Phone: (+632) 876.4777  
Fax: (+632) 876.4596  
Email: bernie\_depedro@hotmail.com

**Truck Manufacturers Association (TMA)**

c/o Toyota Motor Phils. Corp.  
Sta. Rosa City, Laguna  
Phone: (+632) 825.8888 loc. 8139  
Fax: (+632) 843.1163  
Email: tma\_secretariat@toyota.com.ph

**Chemical and Chemical Products**

**Chamber of Cosmetic Industry of the Philippines (CCIP)**

Rm. 203, Mega State Building  
737 G. Araneta Avenue  
Tatalon, Quezon City  
Telefax: (+632) 743.3897  
Email: ccipsecretarit@pltdsl.net

**Philippine Oleochemical Manufacturers Association (POMA)**

c/o D&L Industries, Inc.  
#65 Industria St., Bagumbayan  
Quezon City  
Phone: (+632) 635.0680 loc. 238  
Fax: (+632) 637.6099

**Samahan Sa Pilipinas Ng Mga Industriyang Kemika (Chemical Industries Association of the Philippines)**

Unit 2201, Cityland Condominium 10  
Tower 1, 6815 Ayala Avenue North  
Makati City  
Phone: (+632) 753.1752  
Telefax: (+632) 814.0970  
Email: spik.secretariat@gmail.com

**Construction**

**Cement Manufacturers Association of the Philippines (CEMAP)**

Corporal Cruz cor. E. Rodriguez Jr. Ave.  
Bagong Ilog, Pasig City  
Telefax: (+632) 671.7585 to 86  
Email: cementinfo@cemap.org.ph



**Ceramic Tiles Manufacturers Association**

c/o Mariwasa, C. Raymundo Avenue  
Bo. Rosario, Pasig City  
Phone: (+632) 628.3871 to 80  
Fax: (+632) 628.1985  
Email: Ecs@mariwasa.com

**Chamber of Real Estate and Builders Associations, Inc. (CREBA)**

3/F, CREBA Center  
Don Alejandro Roces Avenue  
Cor South "A" St., Quezon City  
Phone: (+632) 373.2265 to 70  
Fax: (+632) 373.2271 to 74  
Email: creba\_inc@yahoo.com

**Philippine Constructors Association, Inc. (PCA)**

3/F, Padilla Bldg., Emerald Avenue  
Ortigas Center, Pasig City  
Phone: (+632) 631.3135  
Telefax: (+632) 631.2788  
Email: email@philconstruct.com

***Fashion Accessories***

**Association of Accessory Manufacturers and Exporters of the Philippines (AAMEP)**

Unit 1408, Richville Corporate Tower  
Madrigal Business Park  
Muntinlupa City  
Phone: (+632) 772.2695 ♦ 807.2878  
Fax: (+632) 772.1162  
Email: unigel@pltdsl.net

**Association of Philippine Leathergoods Exporters and Manufacturers (APLEM)**

c/o Manels Leather Asia, Inc.  
Block 1 Lot 7 Marian Road  
Marian Park Subdivision  
Brgy. Martin de Porres, Parañaque City  
Phone: (+632) 821.4739  
Fax: (+632) 776.2887  
Email: aplem@hotmail.com

**Confederation of Philippine Jewellers, Inc.**

c/o Philippine Jewelry Business Club  
1903-B West Tower PSEC  
Exchange Road, Ortigas Center, Pasig City  
Telefax: (+632) 687.5028 to 32 loc. 285  
Email: philjewelryclub@yahoo.com

**Fashion Accessories Manufacturers and Exporters Foundation Philippines Inc.**

Costume Jewelry Center  
DOST Compound  
Sudlon, Lahug, Cebu City  
Phone: (+6332) 255.0851 ♦ 255.0861  
Fax: (+6332) 255.0832  
Email: infor@cebufame.com.ph

**Guild of Philippine Jewellers, Inc.**

Unit 1103, Cityland Pasong Tamo Tower  
#2210 Don Chino Roces Avenue  
Makati City  
Telefax: (+632) 728.1722 or 26  
Email: gpjewels@globelines.com.ph

**Meycauayan Jewelry Industry Association, Inc.**

Philippine Jewelry Center  
Pandayan, Meycauayan, Bulacan  
Phone: (+6344) 721.0178/80 ♦ 288.2611  
Fax: (+6344) 228.2840  
Email: mjia@bulacan.ph

**Philippine Association of Pearl Producers/Exporters**

#45 Don Vicente Madrigal Avenue  
Corinthian Gardens, Quezon City  
Phone: (+632) 810.0572  
Fax: (+632) 818.9778

**Philippine Jewelry Business Club Foundation**

Suite 1903-B West Tower  
Philippine Stock Exchange Center  
Ortigas Center, Pasig City  
Telefax: (+632) 687.7602  
Email: jewelrybusiness@meridian.ph

**Tannery Association of the Philippines (TAP)**

Hermoso Compound, Tugatog  
Meycauayan, Bulacan  
Telefax: (+6344) 294.0659 ♦ 840.2188  
Fax: (+6344) 277.5744  
Email: clc411@yahoo.com

**Franchise**

**Association of Filipino Franchisers, Inc. (AFFI)**

VCargo Worldwide  
Armal Compound, C. Raymundo Ave.  
Maybunga, Pasig City  
Phone: (+632) 506.8883  
Fax: (+632) 642.1829  
Email: affi.secretariat\_raffy@yahoo.com

**Philippine Franchise Association (PFA)**

Unit 701, OMM-Citra Bldg.  
San Miguel Ave., Ortigas Center  
Pasig City  
Phone: (+632) 687.0365 to 67  
Fax: (+632) 687.0635  
Email: pfa@fibercity.com.ph

**Fresh and Processed Food**

**Albay Food Processors Association, Inc. (AFPAS)**

Gimenez Bldg., 176 Rizal St., Legaspi City  
Phone: (+6352) 830.6830  
Fax: (+6352) 820.6496 ♦ 820.6830

**Beverage Industries Association of the Philippines**

23/F, SMPC Bldg.  
St. Francis St., Mandaluyong City  
Telefax: (+632) 634.6840

**Bohol Processed Foods**

San Isidro District, Tagbilaran City  
Phone: (+6338) 411.4894  
Email: jojiesbakeshop@yahoo.com

**CARAGA Regional Association of Traders and Entrepreneurs in Food (CREATE FOOD)**

Joy Table Sauce Factory  
Km. 13, Purok 4, Los Angeles  
Butuan city, Agusan del Norte  
Phone: (+6385) 342.2884  
Email: jessica\_clarito@yahoo.com

**Food Entrepreneurs & Exporters of the Philippines**

Rm. 302-A, 3/F, Ang Bahay ng Alumni  
Ramon Magsaysay Ave.  
University of the Philippines  
Diliman Campus, Quezon City  
Phone: (+632) 927.7794  
Fax: (+632) 927.8520

**Food Processors Association of Davao City**

SME Center, 2/F Chamber Bldg.  
J.P. Laurel Ave., Bajada, Davao City  
Phone: (+6382) 300.5494/95 ♦ 722.4026  
Fax: (+6382) 221.1528  
Email: kfii@skyinet.net

**Fresh Frozen Seafood Association of the Philippines, Inc.**

#004 Cabo Subd.  
Bula, General Santos City  
Telefax: (+6383) 552.2178/4287

**Integrated Food Manufacturers Association of the Philippines for Productivity (INFOMAPP)**

2/F, Santander Building  
20 Hemady St., cor. Aurora Blvd.  
New Manila, Quezon City  
Telefax: (+632) 655.3418  
Email: infomapp\_org@yahoo.com

**Organic Producers Trade Associations (OPTA)**

#21 Makatuning St.  
Brgy. Manresa, Quezon City  
Phone: (+632) 363.6816  
Fax: (+632) 364.3517  
Email: optaphil@yahoo.com

**Philippine Association of Meat Processors, Inc. (PAMPI)**

Suite 203-204, Sunrise Condominium  
Ortigas Ave., Greenhills, San Juan  
Telefax: (+632) 942.3282

**Philippine Biscuits Group**

c/o Laura's Food Products Corp.  
538 MRR Road, Manggahan, Pasig City  
Phone: (+632) 668-1848 ♦ 754.8163  
Fax: (+632) 646.7207 ♦ 752.7122

**Philippine Chamber of Food Manufacturers, Inc.**

Rm. 1216, Cityland 10, Tower 2  
H.V. Dela Costa St., cor. Ayala Avenue  
Makati City  
Telefax: (+632) 892.4163  
Fax: (+632) 893.3893  
Email: foodchamber@gmail.com

**Philippine Coconut Oil Producers Association, Inc. (PCOPA)**

c/o United Coconut Associations of the Philippines (UCAP)  
2/F, PCRDF Bldg.,  
Pearl Drive, cor. Lourdes St.  
Ortigas Center, Pasig City  
Phone: (+632) 633.9286  
Fax: (+632) 633.8030  
Email: ucap@ucap.org.ph

**Philippine Food Processors and Exporters Organization, Inc. (PHILFOODEX)**

Unit 1205, Jollibee Plaza  
Emerald Avenue  
Ortigas Business Center, Pasig City  
Phone: (+632) 634.3304 ♦ 634-3466  
Fax: (+632) 637-7434  
Email: philfoodex@pltdsl.net

**Seaweed Industry Association of the Philippines (SIAP)**

Martinez Building  
Osmeña Boulevard, Cebu City  
Phone: (+6332) 253.7433  
Email: siap@digetelone.com

**Furniture and Furnishings**

**Albay Furniture Manufacturers Association (AFMA)**

2/F, DBP Building, Legaspi City, Albay  
Phone: (+6352) 480.7693/7078  
Fax: (+6352) 214.3226/3176

**Cebu Furniture Industries Foundation, Inc. (CFIF)**

North Road, Jagobiao, 6014 Mandaue City  
Phone: (+6332) 420.9189 ♦ 236.3937  
Fax: (+6332) 422.8081  
Email: info@furniturecebu.com

**Chamber of Furniture Industries of the Philippines (CFIP)**

Unit H, 9/F Strata 100 Bldg.  
Emerald Avenue, Ortigas Center  
Pasig City  
Phone: (+632) 631.2834 ♦ 632.9007  
637.2742 to 43  
Fax: (+632) 631.2977  
Email: info@cfip.com.ph

**Chamber of Furniture Industries of the Philippines – Davao Chapter**

c/o Romar's Home Furnishing  
Km. 3, McArthur Highway  
Matina, Davao City  
Phone: (+6382) 298.0373  
Telefax: (+6382) 221.6607  
Fax: (+6382) 297.2901

**Chamber of Furniture Industries of the Philippines – Negros Occidental Chapter**

2/F Milagros Plaza Bldg.  
Rosario-Gatuslao Sts., Bacolod City  
Phone: (+6334) 433.3307  
Telefax: (+6334) 433.0905/0250

**Chamber of Furniture Industries of the Philippines – Pampanga Chapter**

PFTC Bldg., Furniture City  
Paralayunan, Mabalacat, Pampanga  
Telefax: (+6345) 893.0091 to 93  
Email: CFIP\_Pampanga@yahoo.com

**Chamber of Furniture Industries of the Philippines – Vigan**

#14 Crisologo St., Heritage Village

Vigan, Ilocos Sur

Telefax: (+6377) 722.2997

Fax: (+6377) 632.2155

**Chamber of Furniture Industries of the Philippines – Iligan**

Bonifacio Avenue, Iligan City

Phone: (+6363) 492.3171

Fax: (+6363) 221.6494

**Iloilo Furniture Manufacturers Association Inc. (IFMA)**

RTESDC Regional Center

TESDA Compound, Zamora St., Iloilo City

Telefax: (+6333) 509.8355

Email: ifmailo@skynet.net

***Garments, Textiles and Similar Products***

**Confederation of Garment Exporters of the Philippines (CONGEP)**

Suite 609, Executive Centre Bldg.

Sen. Gil Puyat Ave., Makati City

Phone: (+632) 897.1481

Telefax: (+632) 895.7614

Email: congep@vasia.com

**Garment Business Association of the Philippines (GBAP)**

Suite 1007, 88 Corporate Tower Center

Valero cor. Sedeño Sts.

Salcedo Village, Makati City

Telefax: (+632) 887.2124 ♦ 533.0706

Email: gbap@info.com.ph

**Textile Mills Association of the Philippines (TMAP)**

Suite 7C, Vernida I Bldg.

120 Amorsolo St., Legaspi Village

Makati City

Phone: (+632) 970.0240

Telefax: (+632) 810.2844

Email: textile\_mails@yahoo.com

**Textile Producers Association of the Philippines (TEXPAP)**

Rm. 513, Downtown Center Bldg.

516 Quentin Paredes St.

Binondo, Manila

Phone: (+632) 241.1144

Fax: (+632) 241.1162

***Handicrafts, Gifts, Toys and Housewares***

**Bohol United Woven Raffia Producers Association**

Cawayan, Inabanga, Bohol

Phone: (+6338) 512.9209

Fax: (+6338) 512.9088

Email: rjamorhandicraft@yahoo.com

**Cebu Gifts, Toys and Houseware Manufacturers & Exporters Association, Inc. (CEBU-GTH)**

3/F, LDM Bldg.

Legaspi St. cor. M.J. Cuenco Ave.,

Cebu City

Phone: (+6332) 255.2797

Telefax: (+6332) 254.9259

Email: cebugth@pacific.net.ph

**Christmas Décor Producers and Exporters Association of the Philippines (CDPEAP)**

Felipa Center-Hall 1, ITC Complex

Roxas Blvd., Pasay City

Phone: (+632) 844.2712/831.2201 loc. 283

Fax: (+632) 831.8761

Email: cdpeap@yahoo.com

**Community Crafts Association of the Philippines, Inc.**

#693 G. Araneta Ave. cor Kaliraya St.

Quezon City

Email: ccapbdd@pacific.net.ph

**GTH-Bulacan**

2/F, BFCCI Bldg.

MacArthur Highway, Sumapa

Malolos, Bulacan

Phone: (+6347) 791.0113/2283

Email: dtimal@bul.info.com

**Home Accents Group of the Philippines, Inc. (HAPI)**

Unit 218, Chateau Verde Condominium  
Valle Verde I, E. Rodriguez, Pasig City  
Phone: (+632) 633.0134  
Telefax (+632) 689.8443  
Email: hapi@hapi.org.ph

**Lubida Agsamcraft Weaver's Association**

Lucac, San Francisco, Agusan Del Sur  
Phone: (+6585) 242.3134  
Fax: (+6585) 343.8034

**Philippine Chamber of Handicraft Industry, Inc. (PCHI)**

CITC Compound  
#20 Russet St.  
SSS Village, Marikina City  
Telefax: (+632) 948.2274  
Email: pchi.secretariat@gmail.com

**Philippine Toy and Novelty Manufacturers Association, Inc (PHILTOY)**

c/o MERR-C Embroideries Export Int'l  
#528 Hipolito St., Caingin  
Malolos, Bulacan 3000  
Phone: (+6344) 791.0443  
Telefax: (+6344) 791.1262

**Pottery Exporters and Manufacturers Association of Pampanga, Inc. (PEMAPI)**

PEMAPI Office, San Matias, Sto. Tomas  
Pampanga  
Phone: (+6345) 861.0506

**Wooden Gifts and Accessories Manufacturers Association, Inc. (WOODTAG)**

#46 Calumpit St., Project 7  
Veterans Village, Quezon City  
Phone: (+632) 371.3751  
Fax: (+632) 374.6410  
Email: peterandpaul@pltdsl.net

**Health and Wellness**

**Association of Traditional Health Aide Givers, Inc. (ATHAG)**

63 San Rafael St., Brgy. Kapitolyo  
Pasig City  
Phone: (+632) 637.5153 to 54 ♦ 635.4926  
Fax: (+632) 635.4970  
Email: bibiano121@gmail.com

**Health and Wellness Alliance, Inc.**

c/o Medical Director's Office  
5/F, St. Lukes Medical Center  
32<sup>nd</sup> St., Bonifacio Global City, Taguig  
Phone: (+632) 789.7525  
Fax: (+632) 556.1652

**Healthcare Information Management Outsourcing Association of the Philippines (HIMOAP)**

BPAP Office  
9/F, The Palisades Condominium  
107 Perea St., Legaspi Village, Makati City  
Phone: (+632) 817.2727 ♦ 904.9451  
Email: info@himoap.com

**Chamber of Herbal Industries of the Philippines. INC. (CHIPI)**

Mezzanine, Unit 2 Estrata Suite 300  
P. Guevarra St., San Juan City  
Phone: (+632) 907.8576/8536  
Fax: (+632) 584.6441/6241  
Email: sec@chipi.org.ph

**Philippine Wellness and Spa Association, Inc. (PhilWell, Inc.)**

2/F, Airrich Bldg.  
Km. 19.5 East Service Road  
Sucat, Parañaque  
Phone: (+632) 824.0800 ♦ 546.6738  
Email: spaassn\_philippines@yahoo.com.ph

**Hotel and Restaurant**

**Bohol Association of Hotels, Resorts and Restaurants**

Agora, CPG Avenue, Tagbilaran City  
Phone: (+6338) 411.3891 ♦ 235.5497  
501.7915

**Food Caterers Association of the Philippines (FCAP)**

#10 Baler St., San Francisco del Monte  
Quezon City

Phone: (+632) 371.4830  
Telefax: (+632) 410.0394  
Email: info@fcap.com.ph

**Hotel and Restaurant Association of the Philippines (HRAP)**

Rm 4016,, Golden Rock Bldg.  
168 Salcedo St., Legaspi Village  
Makati City

Phone: (+632) 816.2421  
Fax: (+632) 816.2419  
Email: secretariat@hrap.org.ph

***IT, Electronics and Electrical Products***

**Albay Information & Communications Technology Association, Inc.**

2/F ACCI Bldg.  
Bonot, Legaspi City

Phone: (+6354) 480.6834  
Fax: (+6354) 820.6830  
Email: dnabol@yahoo.com

**Association of Solution Integrators of Davao (ASID)**

Unit 148, 14/F Landco-PDCP  
Corporate Center, J.P. Laurel Avenue  
Davao City

Phone: (+6382) 221.3344  
Fax: (+6382) 221.3344 loc. 555

**Computer Manufacturers Distributors and Dealers Association of the Philippines (COMDDAP)**

Unit M1, Legaspi Tower 200  
107 Paseo de Roxas, Legaspi Village  
Makati City

Phone: (+632) 810.3814 ♦ 892.7947  
Fax: (+632) 815.6531 ♦ 750.9456  
Email: info@comddap.org

**Electronics Industries Association of the Philippines, Inc. (EIAPI)**

UP TBI Bldg., UP-Ayala Technopark  
C.P. Garcia cor. Katipunan Avenue  
Diliman, Quezon City

Phone: (+632) 928.9344/9451  
Fax: (+632) 928.7755  
Email: secretariat@eiapi.org.ph

**Federation of Electrical and Electronics Suppliers and Manufacturers of the Philippines, Inc. (PESA)**

PESA Bldg.  
3001 Ramon Magsaysay Blvd.  
Corner M. dela Fuente St.  
Sta. Mesa, Manila

Phone: (+632) 715.3002/3184  
Fax: (+632) 716.3789

**Federation of Electrical and Electronics Supplier and Manufacturers of the Philippines, Inc. (Cebu Chapter)**

c/o Washington Electrical & Industrial  
Supply, 129 Magallanes St., Cebu City

Phone: (+6332) 254.0095 to 97  
Fax: (+6332) 253.4888

**Game Developers Association of the Philippines (GDAP)**

9/F, The Palisades Condominium  
107 Perea St., Legaspi Village  
Makati City

Phone: (+632) 817.2727  
Fax: (+632) 817.8141

**Integrated Telecommunications Suppliers Association of the Philippines (ITESAP)**

Unit 1601, Cityland Condominium 10  
Tower II, H.V. dela Costa St.  
Salcedo Village, Makati City

Telefax: (+632) 893.8527  
Email: globatek@pacific.net.ph

**Philippine Appliance Industry  
Association**

2/F, Union Ajinomoto Bldg.  
331 Sen. Gil Puyat Ave., Makati City  
Telefax: (+632) 403.8357  
Email: philappliance@gmail.com

**Philippine Association of Electrical  
Industries, Inc. (PAEII)**

Suite 712, BPI Bldg.  
Plaza Cervantes, Binondo, Manila  
Phone: (+632) 242.1161  
Telefax: (+632) 242.1144

**Philippine Electric Wires Manufacturers  
Association (PEWMA)**

Suite 601, Campos Rueda Bldg.  
Urban St., Makati City  
Phone: (+632) 843.2841  
Telefax: (+632) 844.5448

**Philippine Electronics and  
Telecommunications Federation  
(PETEF)**

7/F, Unit 11, PS Bank Tower  
Tindalo St. cor. Sen. Gil Puyat Ave.  
Makati City  
Phone: (+632) 813.6398  
Fax: (+632) 813.6397  
Email: petef@pacific.net.ph

**Philippine Software Industry  
Association of the Philippines (PSIA)**

BPAP, 9/F, Palisades Condominium  
107 Perea St., Legaspi Village, Makati City  
Phone: (+632) 817.2727  
Fax: (+632) 817.8141  
Email: secretariat@psia.org.ph

**Semiconductor and Electronics  
Industries in the Philippines (SEIPI)**

Unit 902, Tower II, RCBC Plaza  
Ayala Ave. cor. Sen. Gil Puyat Ave.  
Makati City  
Phone: (+632) 844.9028 to 30  
Fax: (+632) 844.9036 to 37  
Email: info@seipi.org.ph

**Logistics**

**Confederation of Truckers Association  
of the Philippines (CTAP)**

Rm. 110, Mercantile Insurance Bldg.  
Gen. Luna cor. Beaterio Sts.  
Intramuros, Manila  
Telefax: (+632) 527.0610 ♦ 524.4259 to 61  
Email: ctap@pltdsl.net

**Custom Bonded Warehouse Operators  
Confederation, Inc.**

373 Boni Avenue  
Brgy. Malamig, Mandaluyong City  
Telefax: (+632) 531.1182  
Email: cbwoci@yahoo.com

**Filipino Shipowners Association**

5/F, Rm. 503, Victoria Bldg.  
United Nations Avenue., Ermita, Manila  
Phone: (+632) 523.7269  
Fax: (+632) 524.3164  
Email: filiship@info.com.ph

**Philippine Liner Shipping Association  
(PLSA)**

G/F Stanford Tower Condominium  
1870 M.H. Del Pilar St., Malate, Manila  
Phone: (+632) 521.4231  
Fax: (+632) 404.1261

**Metal Products**

**Agricultural Machinery Manufacturers  
and Distributors Association  
Foundation, Inc. (AMMDA)**

Rm. 200, 2/F CLF Bldg.,  
#1167 Don Chino Roces Ave.  
Makati City  
Telefax: (+632) 890.5499

**Metalworking Industries Association  
of the Philippines (MIAP)**

Unit 720, 7/F, Pioneer Highland Condo  
Tower 2, Pioneer cor. Madison Sts.  
Mandaluyong City  
Phone: (+632) 687.5123 loc. 114  
Telefax: (+632) 687.0589  
Email: miap\_metromanila@yahoo.com

**Philippine Die and Mold Association, Inc. (PDMA)**

MIRDC Compound, Gen. Santos Ave.  
Bicutan, Taguig City  
Phone: (+632) 837.0431 to 38 loc. 402  
Telefax: (+632) 838.7867  
Email: pdma@fadmaonline.org

**Philippine Iron and Steel Traders Association (PISTA)**

213 Rizal Ave. Ext. Bet. 2 & 3 Avenue  
Caloocan City  
Phone: (+632) 363.2580  
Fax: (+632) 362.4232  
Email: kei.smpc@gmail.com

**Philippine Metal Casting Association**

Philippine Metal Casting Center  
673 Quirino Hi-way, San Bartolome  
Novaliches, Quezon City  
Phone: (+632) 710.9206  
Telefax: (+632) 939.9320  
Email: philmetacasting@gmail.com

**Philippine Nail Manufacturers Association (PNMA)**

#23 Kaingin Road, Brgy. A. Samson  
Quezon City  
Telefax: (+632) 363.2339

**Philippine Steelmakers Association (PSA)**

25/F Galleria Corporate Center  
EDSA corner Ortigas Ave., Quezon City  
Phone: (+632) 633.9071 to 84  
Fax: (+632) 633.8033

**Pipes and Tubes Manufacturers Association of the Philippines, Inc. (PTMAPI)**

Bo. Domingo, Cainta, Rizal  
Telefax: (+632) 655.7534  
Fax: (+632) 248.2399  
Email: super\_pipe\_sic@yahoo.com

**Tin Can Manufacturers Association of the Philippines, Inc. (TCMAPI)**

#55 Amang Rodriguez Avenue  
Santolan, Pasig City  
Phone: (+632) 646.0840/2476  
Fax: (+632) 645.2061  
Email: tcmap\_i\_philcan@pltdsl.net

**Non-Metal**

**Glass Manufacturers Association of the Philippines (GMAP)**

#3 Bluestone St., Severina Diamond Subd.  
Km. 18, South Superhighway  
Sucat, Parañaque City  
Phone: (+632) 671.3213 ♦ 824.3916  
Telefax: (+632) 671.3346

**Philippine Plastic Industrial Association, Inc. (PIIA)**

PPIA Bldg.  
122 A. del Mundo St.  
Between 10<sup>th</sup> & 11<sup>th</sup> Avenue  
Grace Park, Caloocan City  
Phone: (+632) 361.1160 to 68  
330.4423 to 24  
Fax: (+632) 361.1168  
Email: secretariat.ppia@gmail.com

**Philippine Rubber Industry Association, Inc. (PRIA)**

c/o Philippine Belt Mfg. Corp.  
Siemkang Bldg., Dasmariñas St.  
Binondo, Manila  
Telefax: (+632) 524.4931  
Email: pria@info.com.ph

**Packaging**

**Packaging Institute of the Philippines (PIP)**

Unit 725, Cityland Shaw Tower  
Saint Francis Ave., cor. Shaw  
Mandaluyong City  
Phone: (+632) 687.3051 ♦ 687.3143  
Fax: (+632) 687.2018  
Email: secretariat@phil-packaging.org



### ***Paper Products***

#### **Association of Paper Traders of the Philippines, Inc. (APTP)**

1407 Quezon Avenue, Quezon City  
Phone: (+632) 373.3311 to 18  
Fax: (+632) 373.3292

#### **Pulp and Paper Manufacturers Association, Inc. (PULPAPEL)**

6/F, Ace Building  
101 Rada cor. Dela Rosa Sts.  
Legaspi Village, Makati City  
Phone: (+632) 894.0052 ♦ 892.9781  
Fax: (+632) 894.0056 ♦ 815.9460

### ***Petroleum***

#### **Philippine Liquefied Petroleum Gas Association of the Philippines**

c/o ASE Phil. Manufacturing Corp.  
30 Meralco Avenue, Pasig City  
Telefax: (+632) 633.7781

#### **Philippine Petroleum Sea Transport Association (PHILPESTA)**

G/F, Stanford Tower Condominium  
1870 M.H. Del Pilar St., Malate, Manila  
Phone: (+632) 536.2217  
Fax: (+632) 523.9098  
Email: philpesta@pltdsl.net

### ***Pharmaceuticals***

#### **Drugstores Association of the Philippines (DSAP)**

3/F, AB Sandoval Bldg.  
Shaw Blvd. cor. Orambo Drive  
Pasig City  
Phone: (+632) 631.4254  
Fax: (+632) 633.5253  
Email: dsap\_office@yahoo.com

#### **Pharmaceutical and Healthcare Association of the Philippines (PHAP)**

Unit 502, One Corporate Plaza  
845 Pasay Road, Makati City  
Phone: (+632) 815.0325 ♦ 816.7334

816.7373 ♦ 816.0618

Fax: (+632) 819.2702

Email: phap7346@info.com.ph

### ***Resource Based Products***

#### **Chamber of Mines of the Philippines**

Rm. 809, Ortigas Bldg.  
Ortigas Avenue, Pasig City  
Phone: (+632) 635.4123 to 24  
Fax: (+632) 635.4160  
Email: info@chamberofmines.com.ph  
comp@basia.com

#### **Marble Association of the Philippines (MAP)**

c/o Color My World, Inc.  
112 F. Pluto St., Quezon City  
Telefax: (+632) 453.1111/2222 ♦ 259.7975  
Email: abe@cmwmarble.com.ph

#### **Philippine Wood Producers Association (PWPA)**

3/F, LTA Bldg.  
Rm. 305, 118 Perea St.  
Legaspi Village, Makati City  
Phone: (+632) 817.6751/6885  
Fax: (+632) 817.6884  
Email: philwood@globelines.com

### ***Retail***

#### **Direct Selling Association of the Philippines (DSAP)**

7/F, Gercon Plaza  
7901 Makati Avenue  
Makati City  
Phone: (+632) 864.2900/2966  
Fax: (+632) 892.1179  
Email: dsaphils@mozcom.com

#### **Foodcart Association of the Philippines**

Suite 201, Nissan Bldg.  
843 J.P. Rizal St., Makati City  
Phone: (+632) 789.8937  
Fax: (+632) 890.9972

**Philippine Amalgamated  
Supermarkets Association, Inc.  
(PAGASA)**

#2 Nicanor A. Ramirez St.  
Cor. E. Rodriguez Sr. Ave.  
Welcome Rotonda, Quezon City  
Phone: (+632) 711.1290 ♦ 743.7065  
Telefax: (+632) 732.0509  
Email: welcome@pagasa.org.ph

**Philippine Association of Supermarkets,  
Inc. (PASI)**

#1238 Gosoc Compound  
EDSA Balintawak, Quezon City  
Telefax: (+632) 362.8349  
Email: Pasi\_1969@yahoo.com

**Philippine Retailers Association (PRA)**

Unit 2610 Jollibee Plaza  
Emerald Avenue, Ortigas Center  
Pasig City  
Phone: (+632) 687.4180 to 81 ♦ 687.4985  
Fax: (+632) 636.0825  
Email: philretailers@gmail.com

**Services**

**Advertising Board of the Philippines,  
Inc. (ADBOARD)**

6/F, DAO I Condominium  
189 Salcedo St., Legaspi Village  
Makati City  
Phone: (+632) 818.6158 ♦ 817.7724  
Fax: (+632) 818.7109  
Email: adboard@pltdsl.net

**Advertising Suppliers Association of  
the Phils. (ASAP)**

Unit 2302, 23/F, Cityland 10, Tower II H.V.  
dela Costa St., Salcedo Village, Makati City  
Phone: (+632) 893.0564 ♦ 893.0738  
Fax: (+632) 893.0404  
Email: asapsec@pacific.net.ph

**Animation Council of the Philippines,  
Inc. (ACPI)**

BPAP, 9/F, The Palisades Condominium  
107 Perea St., Legaspi Village, Makati City  
Phone: (+632) 817.2727 loc. 108/483.9501  
Fax: (+632) 817.8141  
Email: info@animationcouncil.org  
Email: philippines.animation@gmail.com  
info@animationcouncil.org

**Association of Development Financing  
Institutions in Asia and the Pacific  
(ADFIAP) Consulting**

2/F, Skyland Plaza  
Sen. Gil J. Puyat Ave., Makati City  
Phone: (+632) 816.1672 ♦ 843.0932  
Fax: (+632) 817.6498  
Email: inquiries@adfiap.org

**Business Processing Association of the  
Philippines (BPAP)**

9/F, The Palisades Condominium  
107 Perea St., Legaspi Village, Makati City  
Phone: (+632) 817.2727  
Fax: (+632) 817.8141  
Email: gigivirata@bpap.org

**Cold Chain Association of the  
Philippines (CCAP)**

3/F, Steel Centre Bldg.  
A. Rodriguez Avenue  
Manggahan, Pasig City  
Phone: (+632) 641.5690  
Telefax: (+632) 942.3282  
Email: info@ccaphils.org

**Contact Center Association of the  
Philippines (CCAP)**

17/F, Rm. O, Burgundy Corporate Tower  
Sen. Gil J. Puyat Ave., Makati City  
Phone: (+632) 817.2727  
Telefax: (+632) 817.8141

**Financial Executives Institute of the Philippines (FINEX)**

Unit 1901, 139 Corporate Center  
Valero St., Salcedo Village, Makati City  
Phone: (+632) 811.4052/4184/4186/4188  
Fax: (+632) 811.4185  
Email: admin@finex.org.ph

**Medical Transcription Industry Association of the Philippines, Inc.**

9/F, Palisades Condominium  
Perea St., Legaspi Village, Makati City  
Phone: (+632) 809.0802  
Fax: (+632) 817.2171  
Email: reruma@mtiapi.com

**Philippine Association of Convention/Exhibition Organizers and Suppliers, Inc. (PACEOS)**

c/o PETCO, Boom Grounds  
Roxas Blvd corner Sen. Gil J. Puyat Ave.  
CCP Complex, Pasay City  
Telefax: (+632) 556.2723  
Email: secretariat@paceos.com

**Philippine Independent Power Producers Association**

3/F, Benpress Bldg., Exchange Road  
Ortigas Center, Pasig City  
Phone: (+632) 449.6403  
Fax: (+632) 637.1969  
Email: evpantangco.vppc.com

**Philippine Cable Television Association, Inc. (PCTA)**

Unit 504, Taipan Place Condominium  
Emerald Ave., Ortigas Center, Pasig City  
Phone: (+632) 638.8541  
Fax: (+632) 638.8542  
Email: admin@pcta.org.ph

**Printing Industries Association of the Philippines (PROMAP)**

Suite 212, Dela Rosa Condominium  
7648 Dela Rosa St., Makati City  
Phone: (+632) 810.9754 ♦ 810.9109  
Fax: (+632) 894.5224  
Email: piap\_org@yahoo.com

**Screenprinting and Imaging Graphic Association of the Philippines**

c/o G-Graphics Sales Corporation  
52 San Rafael St., Brgy. Plainview  
Mandaluyong City  
Phone: (+632) 531.0781/7452  
Fax: (+632) 531.7182  
Email: sigap\_info@yahoo.com

**Tourism**

**Philippine Travel Agencies Association**

12-1G EGI Rufino Plaza  
Taft corner Sen. Gil Puyat Ave.  
Pasay City  
Phone: (+632) 552.0026 to 29  
Fax: (+632) 552.0030  
Email: ptaa@ptaa.org.ph

**Others**

**Association of Philippine Bookseller**

c/o Bookmark, Inc.  
264A Pablo Ocampo St.  
Phone: (+632) 895.8061 to 65  
Fax: (+632) 897.0824  
Email: bookmark@globelines.com.ph

**Association of Firearms and Ammunition Dealers of the Philippines**

PBD Bldg., 27 Don Alejandro  
Roces Ave., Quezon City  
Phone: (+632) 373.3088 loc. 148  
Telefax: (+632) 414.3062  
Email: afad@pacific.net.ph

**Federation of Philippine Industries (FPI)**

Concepcion Industries Bldg.  
308 Sen. Gil Puyat Ave., Makati City  
Phone: (+632) 844.0324  
Fax: (+632) 844.7264  
Email: fpi@philonline.com

**Foreign Buyers Association of the Philippines (FOBAP)**

Unit 1215, Cityland Condominium 10  
Tower I , 156 H.V. Dela Costa, Ayala North  
Salcedo Village, Makati City  
Phone: (+632) 892.8492 ♦ 753.3029  
Telefax: (+632) 893.5126  
Email: fobap1@yahoo.com

**Philippine Exporters Confederation, Inc. (PHILEXPORT)**

ITC Complex, Roxas Blvd.  
Cor. Sen. Gil Puyat Ave., Pasay City  
Phone: (+632) 833.2531 to 34  
Fax: (+632) 831.0231  
Email: communications@philexport.ph

**Philippine Institute for Supply Management (PISM)**

Unit 2502-C, East Tower  
Philippine Stock Exchange Center  
Exchange Road, Ortigas Center  
Pasig City  
Phone: (+632) 634.6632/5942/5955  
Fax: (+632) 634.6348  
Email: secretariat@pism.org

**Philippine Product Safety and Quality Foundation, Inc. (PPSQF)**

3/F, Trade and Industry Bldg.  
361 Sen. Gil Puyat Ave., Makati City  
Telefax: (+632) 890.9935  
Email: ppsqf@dti.gov.ph

**Philippine Tropical Fish Exporters' Association**

P.O. Box 8039, Parañaque, Metro Manila  
Phone: (+632) 715.1036  
Fax: (+632) 715.1034  
Email: info@ptfea.org

**Supply Chain Management Association of the Philippines, Inc.**

P.O. Box 13254, Ortigas Center  
Pasig City  
Phone: (+632) 634.0816  
Fax: (+632) 671.4793  
Email: dmap@i-manila.com.ph

